

# AMERICAN COLLEGE OF LIFESTYLE MEDICINE LIFESTYLE MEDICINE 2020 ABSTRACT SUBMISSION GUIDELINES

## GUIDELINES

These guidelines outline the details for preparation and submission for abstract submissions for potential conference presentations as posters or brief oral presentations.

Please, use the following guidelines to ensure a complete and appropriate submission.

## TIMELINE

Abstracts must be submitted by September 11, 2020.

Late or incomplete submissions will be ineligible for review.

## SUBMISSION DESIGNATION

You will be asked to designate your abstract to one of the following review processes:

### (1) Poster Review Only

General review process for conference acceptance; accepted abstracts will be presented as posters. All Presentation Topics (see below) may be considered for acceptance as posters.

### (2) Oral Presentation Review

Abstracts submitted as potential oral presentations will be considered for one of four 15-minute time slots to present a talk at the conference. All accepted abstracts that are not selected for oral presentations will be designated as poster presentations. All Presentation Topics except Evidence Reviews (see below) may be considered for oral presentations, unless the presenting author is a trainee.

## FIRST AUTHOR CATEGORY

You will also be asked to designate a category for the first author, at the time of submission. First authors will serve as the point of contact for all communications related to the abstract submission process.

- Professional (Any practicing professional not suitable for other categories)
- Trainee - Resident/Fellow
- Trainee - Student (undergraduate, graduate, medical school)

## SUBMISSION CATEGORIES

Authors are encouraged to submit abstracts for a poster presentation in all major areas of lifestyle medicine. We define lifestyle medicine as, “the use of evidence-based lifestyle therapeutic interventions in the treatment, reversal and prevention of disease.”

### Presentation Type

You will be asked to designate your abstract as one of the following presentation types:

- **Original Research** (prospective intervention trials with one or more arms, observational studies, case-control studies, cross-sectional surveys, retrospective analyses, systematic reviews, and meta-analyses etc.)
- **Basic Science & Translational Research** (fundamental or bench research in disciplines such as genetics, biochemistry, physiology, and pharmacy that involves laboratory studies with animals, cell cultures, or physiological experiments)
- **Clinical Vignette / Case Report(s)** (discussion of a single patient’s case history or a case series and key lessons/implications for Lifestyle Medicine practice)
- **Developments in Clinical Practice** (presentation of new expert consensus statements, clinical practice guidelines, protocols, clinical procedures, or programs that advance the practice of Lifestyle Medicine)
- **\*\*Evidence Review** (presentation of scientific and clinical evidence on a particular topic/ evidence-based opinion)

\*\* Only trainees and students are permitted to submit abstract within the Evidence Review type.

### Presentation Topic

You will also be asked to categorize your abstract under one of the following presentation topics, corresponding to those used for 2020 conference presentations:

- Nutrition
- Physical Activity
- Mental Health (e.g. stress, sleep, tobacco, substance abuse, etc.)
- Clinical (e.g. heart disease, cancer, stroke, diabetes, renal, oral health, maternal/ infant/ child health, reproductive/ sexual health, preventive services etc.)
- Connectedness and Health (e.g. social connections, relationships, family, positive psychology etc.)
- Global (e.g. environment, healthcare disparities/ access to health services, social determinants, rural, economics etc.)
- Education (e.g. patient empowerment, behavior science, academia, student/ physician education etc.)
- Innovation/ Business (e.g. strategies, systems, practice models, technology, novel initiatives etc.)
- Miscellaneous (above categories don’t fit)

## RULES FOR SUBMISSION

All acceptance and approval of abstracts is conducted by the ACLM Research Committee Reviewer Panel.

- Abstracts must be received through the online portal by September 11, 2020 at 11:59 pm PST.
- Faxed, emailed, or mailed abstract submissions will not be accepted.
- You are permitted to submit up to two abstracts as first author, but you may co-author multiple other abstracts. If the first author is unable to serve as presenting author, it is their responsibility to find a replacement presenting author.
- Multiple abstract submissions on the same topic/data set are discouraged to avoid breaking up the results of a single investigation into multiple abstracts unless the research questions project goals are distinct from one another and the use of the data is specific to each project.
- All authors must approve the abstract before submission.
- If the first author is a professional, the abstract may not be an Evidence Review presentation type.
- The abstract must not have been published as an abstract or full paper in a scientific, medical, or professional publication at the time of submission, or presented previously at another conference.
- Accepted posters and oral presentations must adhere to [ACLM Citation Standards and Guidelines](#), and submitting authors must review and accept the use of [ACLM Citation Standards and Guidelines](#).
- Abstracts must adhere to the Accreditation Council for Continuing Medical Education (ACCME) [Standards for Commercial Support](#).
- You must identify any affiliations or financial interests, on your abstract, of any commercial entities that can have a bearing on the subject matter of your abstract.
- You must upload a completed CME disclosure form and CV for each author with your submission.
- Abstracts that involve research in animals or humans must upload proof of IACUC or IRB approval for conducting animal or human subjects research.
- Abstracts in Clinical Vignettes / Case Reports attest to having the patient's written permission to present their data, and all data must be deidentified.
- To present your abstract at the virtual conference, you must be registered for the conference. If your conference registration is not received by the conference registration deadline, any accepted abstracts will be removed and authors will be unable to present.

## PREPARING THE ABSTRACT

Please complete each section carefully. Incomplete or insufficiently completed abstracts will not be reviewed. All abstract must be written in English.

- **Title:** The title should be brief, concise, and informative to the viewer (limit to 15 words).
- **Authors:** Include all authors' first and last names.
- **Institutions:** Include institutional affiliations of all authors.
- **Text:** Abstract 'Text' section is limited to a maximum of 300 words. The abstract should follow a structured format with headings corresponding to the presentation type:

## Original Research

### BACKGROUND, OBJECTIVE, METHODS, RESULTS, and CONCLUSION

- **Background:** The Background should briefly provide the context and significance for the project, including identifying previous gaps in research or clinical practice.
- **Objective:** Objective should clearly state the aim(s) of the project.
- **Methods:** Methods should be succinct and clear, and specify the process followed so the reader understands how the results were obtained.
- **Results:** Results should be presented completely and simply and should correspond to the methods used. Do not editorialize in the results section. Statistical results must be presented quantitatively. Do not present qualitative descriptive statements as results (such as, “the plant-based dietary group reduced their risk more than the control group”). When presenting statistical results, include the point estimate, 95% Confidence Interval, and associated p-value. Do not present p-values unattached to other data (such as, “associations were significant at  $p < .05$ ”).
- **Conclusion:** The Conclusion should interpret and summarize the significance of the results and propose directions for future research as well as identify relevance for clinical practice and/or public health.

## ● Basic Science & Translational Research

### BACKGROUND, OBJECTIVE, METHODS, RESULTS, and CONCLUSION

- **Background:** The Background should briefly provide the context and significance for the project, including identifying previous gaps in research or clinical practice.
- **Objective:** Objective should clearly state the aim(s) of the project.
- **Methods:** Methods should be succinct and clear, and specify the process followed so the reader understands how the results were obtained.
- **Results:** Results should be presented completely and simply and should correspond to the methods used. Do not editorialize in the results section. Statistical results must be presented quantitatively. Do not present qualitative descriptive statements as results (such as, “the plant-based dietary group reduced their risk more than the control group”). When presenting statistical results, include the point estimate, 95% Confidence Interval, and associated p-value. Do not present p-values unattached to other data (such as, “associations were significant at  $p < .05$ ”).
- **Conclusion:** The Conclusion should interpret and summarize the significance of the results and propose directions for future research as well as identify relevance for clinical practice and/or public health.

## Clinical Vignette / Case Report

### INTRODUCTION, CASE DESCRIPTION, DISCUSSION, and CONCLUSION

- **Introduction:** The Introduction should describe the context of the case or case series and explain the significance and importance.

- **Case Description:** The Case Description should describe chronologically the history, physical examination, investigative studies, and patient's progress and outcome. No identifying information should be used.
- **Discussion:** The Discussion should review the justification and relative success of clinical decisions and extract the lessons learned from the case(s). (Be careful of stating this case is the “first” to demonstrate a particular phenomenon as even very thorough literature searches often fail to identify all examples of case reports.)
- **Conclusion:** The Conclusion should summarize the unusual, unique, or noteworthy aspects of the presentation that could provide new insight into Lifestyle Medicine and/or general medical practice.

### **Developments in Clinical Practice**

BACKGROUND, OBJECTIVE, METHODS, RESULTS, and CONCLUSION.

- **Background:** The Background should briefly provide the context and significance for the project, including identifying previous gaps in research or clinical practice.
- **Objective:** Objective should clearly state the aim(s) of the project.
- **Methods:** Methods should be succinct and clear, and specify the process followed in developing, testing, or executing the guideline, protocol, clinical procedure, or program.
- **Results:** Results should be presented completely and simply and should summarize both the strengths and limitations of the project in terms of relevant outcomes (this may include patient health outcomes, patient engagement, experience of providers/staff, financial sustainability, logistical feasibility or scalability, or others).
- **Conclusion:** The Conclusion should interpret and summarize the significance of the results and propose directions for future research or clinical practice.

### **Evidence Review**

BACKGROUND, OBJECTIVE, METHODS, RESULTS, and CONCLUSION.

- **Background:** The Background should briefly provide the context and significance for conducting the review, including identifying previous gaps in research or clinical practice.
- **Objective:** Objective should clearly state the research question(s) of the review.
- **Methods:** Methods should be succinct and clear and describe the search strategy used to search the literature.
- **Results:** Results should be presented completely and simply and should present the data relevant to the practice of Lifestyle Medicine.
- **Conclusion:** The Conclusion should interpret and summarize the significance of the results and propose directions for future research or clinical practice.

- **Funding:** Report the source of any funding received for the research. If no funding was received, please put “N/A”
- **Conflicts of Interests:** Any conflicts of interest, including affiliations and/or financial interests that have a bearing on the subject matter of your abstract must be reported. If there are none, put “The authors report no conflicts of interest related to this research.” Please review ACCME’s Standards for Competing Interests for clarification.

- **Word Count:** Provide the exact word count of the entire 'Text' portion of the abstract.

## CRITERIA FOR EVALUATION OF ABSTRACTS

The Research Review Committee will review all abstracts, and those selected for a poster or oral presentation at the conference will be based on scientific merit, and the following criteria.

### General Style and Presentation

1. The abstract meets all rules of submission
2. The abstract is properly and fully prepared
3. The abstract is concise and clear, with no grammatical or spelling errors
4. The abstract text corresponds to the structured abstract headings for the presentation type and the content is appropriate for the heading

### Abstract Content

In selecting abstracts for presentation at the meeting, the scientific review committee will grade each submission in the following categories:

1. **Importance:** The overall timeliness, relevance, significance, and value of the content to the Lifestyle Medicine community
2. **Methodology:** The likelihood of the methodology used to produce valid, generalizable, and trustworthy conclusions with minimal bias
3. **Quality:** The content is logically presented and evidence-based, and the abstract exhibits expertise and mastery of the subject
4. **Independence:** The abstract is free of commercial bias and meets the expectations described in the ACCME [Standards for Commercial Support](#)
5. **Impact:** The ability of the content, especially the results and conclusions, to make a novel contribution and important impact on the field of Lifestyle Medicine with regards to research, clinical practice, clinical policy, or public health

## SELECTION FOR ORAL PRESENTATIONS

If the submitting author designated the abstract submission to be considered for an oral presentation and submitted the abstract by the deadline (September 11, 2020), the abstract may be selected for one of four 15-minute presentations to be given at the conference. Submitting authors will be notified of their designation at the same time as notification of acceptance (September 20).

Abstracts designated as Evidence Review(s) are not eligible for oral presentations unless the presenting author is a trainee.

Oral presenters should plan for approximately 10-12 minutes of speaking followed by 3-4 minutes of questions.

## AWARDS - ORAL PRESENTATIONS

Oral presentations will be recognized for outstanding quality during the awards ceremony

## AWARDS - POSTERS

The Research Review Committee will recognize outstanding poster presentations at the conference. First authors of the abstracts selected for the conference are eligible to receive the recognition. Abstracts selected for oral presentations are not eligible to receive poster awards.

One abstract designated as a poster presentation will be chosen from each of the following categories:

- Two - Outstanding Scientific Abstract Poster Presentation in Lifestyle Medicine (Professionals)
- One - Outstanding Scientific Abstract Poster Presentation (Trainee - Resident/Fellow)
- One - Outstanding Scientific Abstract Poster Presentation (Trainee - Student)