

CAEP Annual Scientific Assembly

Calgary, Alberta
March 21–24, 2001

Abstract Submission Information

Call for Abstracts

The CAEP Research Committee and the Organizing Committee of CAEP 2001 invite all interested researchers to submit their original research for presentation at the CAEP 2001 Annual Scientific Assembly. The research portion of the meeting is designed to encourage the presentation of original research related to emergency medicine by investigators in clinical and basic science. The Organizing Committee has given all research presentations a high profile at this meeting. Come join us in Calgary!

Abstract submission requirements

Abstracts should represent original research that has

- a) not been published or presented at a national scientific meeting, and
- b) not been previously published in a paper or online journal or book.

All abstracts must be submitted electronically for receipt on or before **January 5th, 2001**.

Instructions for preparing abstracts

Please follow instructions closely. Failure to do so will result in abstract disqualification.

1. Abstract must be typed single-space, clear and legible.
2. Abstracts may be submitted in English or French.
3. The abstract must be submitted electronically as follows.
 - a) Go to CAEP Research Consortium Web site at: www.inforward.com/caep.
 - b) Click on Call for CAEP Abstracts and follow instructions.
 - c) Fill in all mandatory boxes. Do not leave empty fields.
4. The abstract must contain, in the following order
 - a) Introduction
 - b) Methods
 - c) Results
 - d) Conclusions.Each heading should be underlined.
5. Provide institutional affiliation, city, province of primary author only.
6. Text of abstract:
 - a) left-sided justification only
 - b) keep abbreviations to a minimum (and define when first used).

7. Graphs and tables must fit within abstract box.
8. Maximum length: 300 words.
9. All authors must meet the guidelines for authorship outlined in "Uniform requirements for manuscripts submitted to biomedical journals" (*N Engl J Med* 1997; 336(4):309-15).

Abstract review process

All abstracts will be peer reviewed by at least three CAEP abstract reviewers using a standardized form for evaluation. The Research Committee reviewers will be blinded to the author's name and institutional affiliation. In addition, reviewers will not review abstracts from within their own province. Strict conflict of interest declarations will be provided to each reviewer.

Abstracts will be selected for oral or poster presentation. Oral presenters will be permitted 10 minutes for their presentation, with 5 minutes for discussion. Oral and posters will be grouped as much as possible by topic. Posters will be available for viewing in the main CAEP Town central location at the Telus Conference Centre.

Notification of acceptance will be transmitted via email or fax no later than February 15th, 2001. Consequently, all contact information must be correct at the time of submission. We regret we cannot give notification via telephone.

Complete presentation schedules will be posted on the CAEP (www.caep.org) and CAEP Research Consortium (www.inforward.com/caep) Web sites. Publication of the original abstract in *CJEM* will be completed once the abstracts are accepted.

Resident Abstract Competition

Once again this year, Fujisawa Canada has generously agreed to support the CAEP Resident Research Competition. The CAEP Research Committee would like to encourage residents to present their research, and will provide travel funding to the best 10 resident abstract submissions as selected by the Research Committee. These residents must fulfill the following criteria.

1. Residents in Canadian accredited CFPC or RCPS EM programs or graduated within the previous year (July 2000).
2. The resident must be the presenter of the abstract (oral) and the first named author. Authorship must meet the guidelines as outlined above.
3. The resident must be the primary investigator and responsible for the project development.
4. Fellows do not qualify for consideration in this competition, unless the research was completed during their residency.
5. All residents who are selected will be highlighted at the conference on a special poster.

Medical Student Abstract Competition

This year the CAEP Research Committee would like to encourage students to present their research. We will make a similar selection of the best 5 medical student abstract submissions as selected by the Research Committee. These students must fulfill the following criteria.

1. Medical students whose research was performed in a Canadian institution.
2. Students must be the presenter of the abstract (oral) and the first named author. Authorship must meet the guidelines as outlined above.
3. The student must be the primary investigator and responsible for the project development.
4. All students who are selected will be highlighted at the conference on a special poster.

Potential sources of financial support for medical student travel are currently being investigated.