



Submitting a Professional Poster (Peer Reviewed)

2012 ASHP Midyear Clinical Meeting
Las Vegas, Nevada
December 2-6, 2012

Online submission site will open May 1, 2012.

We are delighted that you are interested in getting involved with the Midyear Clinical Meeting by presenting a poster. We want the peer-reviewers to accept your submission, so this document serves as a resource to help you prepare a successful submission.

Note: More detailed instructions will be available at:
<http://www.ashp.org/menu/Meetings/GetInvolved.aspx>
on May 1st. Please refer to the complete instructions. This is the **Preliminary Information ONLY**. All poster abstract submissions will be completed online.

STUDENTS, RESIDENTS, and FELLOWS* Please Note:

The submission sites for Students and Residents open **August 15, 2012**. Links to those sites will appear on our Website at http://www.ashp.org/Get_Involved and on the MCM12 Meeting Website.

*Fellows will submit using the Resident site; however, they will present in a Professional Poster session.

We are looking forward to seeing you in Las Vegas!



2012 ASHP Midyear Clinical Meeting

DEADLINE – 11:59 p.m. Pacific, June 15, 2012

This deadline is final!

AUTHORSHIP

PRIMARY AUTHOR

The person entering the information online ***must be the Primary Author*** and will be responsible for providing the required information for **all** authors. We define the "Primary Author" as the leading author of the abstract and the one whose name appears first on the abstract.

A Primary Author or entity may submit as many abstracts as they wish; however, ASHP reserves the right to limit the number of accepted abstracts from any one author or entity.

Please note: *If you have multiple posters accepted, we cannot ensure that they will be adjacent to each other or in the same poster session.*

IMPORTANT:

We will not accept abstracts that we feel have been ghostwritten or have been commissioned by a commercial entity for the express purpose of positive publicity for a product or service. Our decision will be final.

MEETING REGISTRATIONS and CANCELLATIONS

MEETING REGISTRATION

Presenting a poster at our meeting is a voluntary effort and ASHP cannot pay expenses for your participation. If your submission is accepted you are responsible for your own meeting registration fee and travel.

All presenters must be registered for the meeting, at least on the day of the presentation.

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ABSTRACT PUBLICATION / PRESENTATION RIGHTS

PRIOR PUBLICATION

Abstracts submitted for presentation must not have been presented or published previously. The only exceptions are those presented at a state society meeting or an international meeting held outside the U.S.

PUBLICATION RIGHTS

ASHP does not retain publication rights to poster abstracts submitted for its meetings. Accepted poster abstracts will be published on the 2011 ASHP Midyear Meeting Live Learning Center Website.

ABSTRACT SELECTION CRITERIA

All professional poster submissions will undergo a blinded peer-review process by three reviewers. We do not supply names or author affiliations to reviewers; however, if you want your review to be completely blinded, do not include the name of your institution in the body of your abstract.

The decision of the reviewers will be final. ***There will be no reconsideration of rejected papers.*** Each reviewer will be given the same criteria for reviewing your submission, so it is important that your abstract is well written and meets the stated guidelines. Abstracts will be evaluated only on the data submitted.

- Presentation balance: Abstracts will be non-promotional in nature and without commercial bias. Abstracts that are written in a manner that promotes a company, service, or product will **not** be considered.
- Relevance and importance of topic to our attendees
- Scientific Merit (where applicable): Well designed project that states a purpose; results match conclusion
- Abstract Format: Not following the abstract guidelines for your specific type of abstract – Descriptive Report, Evaluative Study Report or Research-in-Progress Report.
- Authors that are members of ASHP will be given acceptance priority over non-ASHP members, should acceptable submissions exceed space available.

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NOTIFICATIONS and CONTACT INFORMATION

NOTIFICATIONS

Accepted and rejected **Submission Numbers** will be posted on our Web site at http://www.ashp.org/Get_Involved in August.

CONTACT US

If you have a question regarding your submission, please send an email to educserv@ashp.org. Please include your name, the title of the submission and your **Submission Number**. ASHP will not give out information to anyone not listed as the Primary Author on the abstract.

REMEMBER: Please return to www.ashp.org/Get_Involved May 1, 2012 to get the complete poster submission requirements.

Questions can be directed to educserv@ashp.org.