



## Scientific Poster Abstract Submission Frequently Asked Questions (FAQs)

- 1. When/where is AAPM 2023?**

AAPM 39<sup>th</sup> Annual Meeting 2023 will be held March 23<sup>th</sup> – March 26<sup>th</sup>, at the Harbor Beach Resort, Ft. Lauderdale, Florida
- 2. What is the deadline for scientific poster abstract submissions and how do I submit?**

Scientific poster abstracts must be submitted to the [AAPM Submission Center](#) by 5 pm Est on December 10, 2022. There will be no extended deadline this year.
- 3. My research will not be ready for submission by December 10. What can I do?**

In early 2023, AAPM will open a call for late-breaking abstracts. Late-breaking abstract submissions are limited to highly significant and newsworthy research abstracts unavailable by December 10, 2022.
- 4. Who can submit a scientific poster abstract?**

Only lead authors may submit poster abstracts. Lead authors must alert all authors named on a given abstract in advance of submission.
- 5. What information do I need to include with my submission?**

Abstract title and category; lead author contact information, bio, photo, and disclosures; co-author names, emails, and professional affiliations; and 250-word-maximum abstract text body, with up to three citations are required for submission. Funding of the project also must be listed. **AAPM will not accept any previously published, previously accepted for publication, or previously presented abstracts (see #9).**
- 6. What information should I include in the scientific poster abstract text body?**

We encourage you to consider using the [STROBE recommendations](#) in structuring and preparing your abstract. Recommended abstract format: Introduction/Statement of the Problem, Materials and Methods, Results, and Conclusions. A statement regarding the protocol used to recruit human subjects and obtain appropriate IRB approval should be included in the Materials and Methods section.
- 7. What are the clinical categories for submissions?**

Basic science, acute pain, technology innovation, chronic pain, epidemiology/healthcare policy/education, pharmacological, procedures, psychosocial, rehabilitation, translational.
- 8. Can I use a scientific poster abstract to promote a commercial product?**

No. Abstracts must free of commercial bias. Any information regarding commercial products must be based on generally accepted scientific methods. Any discussion of particular pharmaceuticals or devices will use generic names, when possible, and will be in the context of a review of the full range of therapeutic options.

- 9. Can I submit a scientific poster abstract that has been previously published?**  
No. AAPM will not accept any previously published, previously accepted for publication, or previously presented poster abstract. Abstracts must summarize an original contribution and must not have been presented, published, or submitted for presentation or publication elsewhere.
- 10. My project was funded. What should I do?**  
Please list any funding received for the research your abstract research presents.
- 11. Can I include charts, graphics, or images?**  
Yes. your digital work can include charts, graphics, or images up to 15MB in size may be included in your submission but will not appear alongside the abstract if published in *Pain Medicine*.
- 12. Do I have to present my findings in person?**  
Yes. By submitting a scientific poster abstract, you are agreeing that you, or a co-author designated by you at the time of submission, will present the abstract in digital poster form during the Annual Meeting. Poster presenters must register for the entire Annual Meeting and are responsible for all expenses incurred in registering for, traveling to, and attending the Annual Meeting.
- 13. Does AAPM present any poster awards?**  
Yes. The Scientific Poster Abstract Committee may select up to 6 abstract submitters to present their research during a live educational session at AAPM 2023. Winning abstracts will be provided additional benefits as faculty including waived conference registration.
- 14. When/where will I present my poster?**  
This year all accepted abstract posters will be displayed onsite Friday and Saturday using digital poster technology. Designated presenter will make a live oral presentation at prescheduled time of up to 5 minutes including Q&A. Presentation times will be grouped by category and subcategory as much as possible. Posters will be on continuous loop with contact information of all accepted poster authors made available to attendees on the website.
- 15. When/how will I be notified of scientific poster abstract acceptance?**  
Notification of selection will be emailed to lead authors (only) in December 2022. It is the responsibility of the lead author to notify co-authors of an abstract's acceptance for presentation.
- 16. Will my abstract be published?**  
Only winning abstracts presented in-person, during AAPM 2023 will be published in *Pain Medicine*. AAPM will maintain the copyright for all abstracts published in *Pain Medicine*.
- 17. What if I need to withdraw my abstract and/or change presenter after submission?**  
Contact AAPM Communications Manager, Alex Moya-Clark immediately.
- 18. I have a question not answered above, who should I contact?**  
Contact AAPM by email at [info@painmed.org](mailto:info@painmed.org) or by phone at (800) 917-1619 during normal business hours.