



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

- 1. When/where is AAPM 2024?**

AAPM 40<sup>th</sup> Annual Meeting 2024 will be held March 7<sup>th</sup> – March 10<sup>th</sup>, at the Westin Kierland Resort & Spa in Scottsdale, Arizona.
- 2. What is the deadline for scientific poster abstract submissions, and how do I submit them?**

Scientific poster abstracts must be submitted to the [AAPM Submission Center](#) by 5 pm Est on October 31, 2023.
- 3. 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.
- 4. 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 three citations from within the past 10 years, are required for submission. Funding of the project must also be listed. **AAPM will not accept any previously published, previously accepted for publication, or previously presented abstracts (see #9).**
- 5. 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.
- 6. What are the clinical categories for submissions?**

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

No. Abstracts must be 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. 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.
- 8. My project was funded. What should I do?**

Please list any funding received for the research your abstract research presents.

**9. Can I include charts, graphics, or images?**

Yes. Your digital work may include charts, graphics, or images up to 15MB in size that may be included in your submission.

**10. Do I have to present my findings in person?**

Yes. By submitting a scientific poster abstract, you agree that you, or a co-author designated by you at the time of submission, will present the abstract in digital 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.

**11. 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 2024. Winning abstracts will be provided with waived conference registration.

The top six poster submissions will be presented with CME credits and published in the *Pain Medicine Journal*. To provide CME, winners must complete their financial disclosures, provide three SMART learning objectives, and three citations from within the last 10 years. We will accredit ACCME CME credits and American Psychology Association CEUs.

**12. When/where will I present my poster?**

This year all accepted abstract posters will be displayed on-site on Friday and Saturday using digital poster technology. The designated presenter will make a live oral presentation at the 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 the contact information of all accepted poster authors made available to attendees on the website.

**13. When/how will I be notified of scientific poster abstract acceptance?**

Notification of selection will be emailed to lead authors (only) in November 2023. It is the responsibility of the lead author to notify co-authors of an abstract's acceptance for presentation.

**14. Will my abstract be published?**

Only winning abstracts presented in person during AAPM 2024 will be published in *Pain Medicine*. AAPM will maintain the copyright for all abstracts published in *Pain Medicine*.

**15. What if I need to withdraw my abstract and/or change the presenter after submission?**

Contact AAPM's scientific abstract coordinator Lakyn Thorn (lthorn@painmed.org).

**16. I have a question not answered above; whom should I contact?**

Contact AAPM by email at info@painmed.org or phone at (800) 917-1619 Monday through Friday, 9:00 am- 5:00 pm Eastern Time.