Educating Leaders 2020
CURRENT OR BEST PRACTICES Abstract Instructions

AACOM offers two types of abstract templates, Research and Current or Best Practices; you are selecting to submit a Current or Best Practices Abstract. Current or Best Practice abstracts describe a change to a current way of doing things that results in better outcomes, or a novel approach to a challenge faced in osteopathic medical education (including both undergraduate and graduate medical education settings).

Submit a Current/Best Practice Abstract if you have:
- Developed a novel osteopathic medical education program,
- Identified or overcome obstacles in the training of future osteopathic physicians, or
- Gained meaningful insight into learners’ progress along the continuum of osteopathic medical education

Other items to consider:
- All presenters must complete a conflict of interest disclosure declaration
- Pay attention to character or word count limits in the application
- Inform us if your work has previously been made public
- When using abbreviations or acronyms, spell out the first use
- Do not use footnotes or references in the abstract
- Where applicable, institutional review board approval (IRB) must be noted in the abstract

All abstracts must be submitted through the Educating Leaders 2020 Abstract Submission Portal.

1. Abstract Title (character limit: 90)
   - Use proper title format to type title (correct title case capitalization, no bold, italics, or symbols)

2. Presentation Preference (select one)
   - 20-minute (15-minute podium presentation plus 5 minutes for questions)
   - 30-minute (25-minute podium presentation plus 5 minutes for questions)
   - 60-minute (50-minute podium presentation plus 10 minutes for questions)
   - 120-minute (workshop)
   - EPA Poster (any author may present)
   - Faculty Poster (faculty expected to present)
   - Student Poster (student expected to present)
   - Resident or Fellow Poster (resident or fellow expected to present)

3. Key Topic Area (select one) The meeting will be organized into key topic areas to complement the meeting theme. See the AACOM Website for examples of what might fall in the topic areas.
   - Health Policy and Advocacy
   - Contributing to Healthy Communities
   - Course Development and Curricular Design
   - Assessment of Individuals or Programs
   - Accreditation of UME and GME Programs, and Osteopathic Recognition
   - Faculty Development
   - Student, Resident, or Faculty Wellness
4. **Short Description (word limits: max. 200, min. 30)** This brief description will appear in marketing material to attract people to come see you. Do not include title or authors in this text. The brief description should summarize what attendees can expect to learn and/or do in the session.

5. **Abstract (word limits: max. 500, min. 20 for combined segments, not per segment):** This will be assessed by the peer reviewers. Do not include title or authors in this text. You will add authors later steps.

   - **Challenge/Issue:** Describe the challenge or issue addressed in the proposal, and its pertinence to osteopathic medical education or to the profession. In the best abstracts, the challenge or issue addressed is pertinent to osteopathic medical education and aligns with the conference theme.

   - **Objective:** The objective of the innovation or practice clearly relate to the issue or challenge described. Excellent abstracts will be clear, well organized and have meaningful salient objectives for the session. A 1-sentence description of the study's primary objective and important secondary objectives (e.g., "To determine..." "To establish..."). A clear problem statement and goal(s) for the program or change to the program should be stated.

   - **Approach:** This is your opportunity to show how you took an innovative approach to a tried and true practice, or developed something completely new that you think is likely to result in a high impact for your learners or for osteopathic medical education.

   - **Results:** What were the obstacles you encountered, what were the key factors in your success, and how did or will the innovation impact your learners? The best abstracts will showcase innovations that have some sort of measured results are likely to be applicable in various settings of osteopathic medical education. The best abstracts will document results from a number of methods (surveys of users, patient wait times, results on assessments, etc.)

6. **Additional Information**

   - **Intended Audience Track**
     - Undergraduate Medical Education - Pre-clinical Education Faculty
     - Undergraduate Medical Education - Clinical Education Faculty
     - Graduate Medical Education Faculty
     - Recruiting/Admissions
     - Advising/Mentoring

   - **Learning Objectives (word limit: 50 per objective)** Every presentation must have two learning objectives. A learning objective is brief should state what attendees can expect to learn and/or do in the session or (i.e. learn, understand, contrast, identify, discuss, develop, describe, determine, demonstrate, etc.).
     - Objective 1
     - Objective 2

   - **Previously Publicized** Where has this work previously been made public? Type n/a if not applicable
7. **Author Block Required Fields**

   Enter the author name and degrees as they should appear in printed material. What you put here is how it will appear on conference collateral. For example, use “Stephen C. Shannon, DO, MPH” not “Steve Shannon”

   - First Name, Middle Initial (if applicable), Last Name
   - Degrees(s) (if applicable); Institution
   - Primary Job Title
   - Email Address
   - Phone Number

   Will this author be presenting at the conference?
   - Yes, presenting
   - No, not presenting

8. **Brief Biography (word limit: max 200 words per person)**

   Brief biographies are required for **ALL PRESENTERS.** Co-authors who are not presenting are not required to submit a bio. This brief bio (not a CV) will be used for CME purposes and will be listed in the conference app.

   When you complete your submission remember to select print a copy for your files and to email yourself a confirmation.