SUBMISSION REQUIREMENTS

By submitting an abstract, you agree to the following stipulations if the abstract is chosen:

- All abstracts must be submitted in English.
- Abstracts MUST be BLINDED and must not refer to the organization, author, or location, in the title, presenter information, and abstract text, etc. Any unblinded abstracts will be immediately disqualified.
- Each section of the abstract submission form must have a completed entry. Any incomplete abstracts will be disqualified.
- All references are required to be in AMA format in the Bibliography section.
- All conference registration, travel, and hotel costs are paid by the speaker(s).
- The abstract title, speaker information (including credentials) and abstract descriptions will appear in all conference materials exactly as submitted. No title changes can be made once the abstract has been submitted. Submitters are asked to determine the final title, proofread the application for typographical errors and verify the accuracy of the speaker listings and abstract title and content before the abstract is submitted.
- The poster presenter will be responsible for meeting all deadlines and requirements regarding the abstract. The poster presenter is responsible for notifying AANN Staff of any changes, additions or corrections in poster presenter or co-author names, poster titles or availability to present the submitted poster at the assigned date and time. Unless otherwise noted on the abstract, the poster presenter will be considered the only contact.
POSTER PRESENTATION FORMAT

- **Poster Presenter:**
  - Presenters are assigned specific times to stand by their poster and answer questions posed by passing colleagues during the conference. The poster presentation will be of research, QI, education, or leadership findings by an individual or representatives of a team.

EXPERTISE LEVELS

Classify the session according to attendee expertise levels, not the level of the presenter:

- **Beginner:** New to the field, topic or to the care of acute and critically ill patients.
- **Intermediate:** Has worked in the field and has proficient skills in research and practice pertaining to care of acute and critically ill patients.
- **Expert:** Has special knowledge or ability and performs skills that exceed a proficient nurse at an intermediate level.
- **Advanced:** Has acquired advanced preparation for expanded clinical practice with minimum of a master’s degree. Clinical nurse specialists, nurse practitioners, nurse anesthetists and nurse midwives are considered advanced practice nurses.

PRESENTER TITLES

- **Poster Presenter:** Is the main poster presenter of a submitted abstract and will attend the meeting, set up, and present the poster.
- **Co-Presenter:** Is co-presenting with the poster presenter and will attend the meeting, set up, and present the poster.
- **Co-Author(s):** Are individuals who contribute data, educational planning, or research towards the submitted abstract, but will not be attending the meeting.

ADDITIONAL INFORMATION

Review and Selection:
Each abstract will be evaluated through a blinded, peer review process by members of the Meeting Planning Committee. Notification of abstract selection or non-selection will be made by the end of June 2019.

If you have any questions, please contact Meredith Nichols, AANN Education Manager at mnichols@aann.org or 847-375-6325.

We hope you have found the above explanations helpful and look forward to reading your abstract submission.