POSTER ABSTRACT SUBMISSION GUIDELINES 2024

Thank you for considering the submission of an abstract for **poster presentation** at the **5th Annual WorkSafeBC-NAOEM Joint Conference for Community Physicians** being held on **Sat, Oct 26, 2024** at the **Coast Capri Hotel** in Kelowna, BC.

The Annual Scientific Conference attracts more than 150 delegates from these groups:
- occupational medicine physicians
- family physicians with an interest and experience in occupational medicine
- other healthcare professionals with specific education and experience related to occupational health

IMPORTANT DATES:

- Call for Abstracts OPENS **July 9, 2024**
- Abstract submission CLOSES **Tuesday, September 3, 2024**
- Acceptance notifications delivered by **Tuesday, September 10, 2024.**
- Accepted abstracts must confirm their participation no later than **Tuesday, September 24, 2024**, 5pm PST
- Conference registration of the presenting author must be completed no later than midnight (PST), **Tuesday, October 8, 2024**

POSTER ABSTRACT INSTRUCTIONS:

- All abstracts should be submitted using Microsoft Word or PDF to residents@worksafebc.com. The presenting author needs to be a current resident in occupational, public health or preventive medicine.

- The abstract should be related to occupational medicine.

- The deadline for submitting an abstract is **Tuesday, September 3, 2024.**

- Accepted abstracts will be notified by email on **Tuesday, September 10, 2024.** Both the submitting author and the presenting author will be notified. Presenters will receive further instructions on poster dimensions in the notice of acceptance.

- The official language of the conference is English and all submissions must be written and presented in English.

ABSTRACT FORMAT:

- Abstracts should be no more than 250 words, single spaced with a maximum of 3 references.

- A summary sentence (50 words max.) including author contact details (i.e., name, address, email) and a list of contributing authors for consideration in the program.

- Tables or illustrations are not permitted in the abstract.

- Provide a title for the abstract (please do not use all caps).

- Affiliations should follow each author's name (institution, city, prov/state, country, and email address). The structure of the abstract should contain the following headings: BACKGROUND, METHODS, RESULTS, CONCLUSIONS, REFERENCES.

- For case reports, the abstract should contain the following headings: BACKGROUND, CASE, DISCUSSION, REFERENCES.

- Abstracts that do not meet these requirements will not be accepted.

- Accepted abstracts must confirm their participation via email to the Conference Secretariat no later than **Friday, September 24, 2024**. Reminders will be sent to the submitting and presenting authors.

CONFERENCE REGISTRATION:

- Once accepted and confirmed for inclusion in the program, conference registration of the presenter is **required** by **Tuesday, October 8, 2024**, as a condition of inclusion. No financial assistance is available to presenters for travel or accommodation, but registration for the conference is **complimentary** for residents.

If you have any questions or concerns, please contact the Conference Secretariat (Sandy McNeill) at sandy.m@ubc.ca.