



## ASPiH Conference 2024

### Abstracts Submission Guidelines

**Deadline:** All abstracts must be submitted by no later than **midnight (GMT) on Tuesday 30<sup>th</sup> April 2024**.  
*No extensions will be granted.*

All abstracts must be submitted online using the electronic abstract form at the ASPiH 2024 conference website <http://www.aspihconference.co.uk/>, after having been carefully proofread by the authors.  
**Abstracts sent by post or email will not be accepted.**

#### ASPiH 2024 TOPICS

We are seeking abstract submissions under the following topics. If your abstract fits more than one topic, please select the one you feel best reflects your work. A proper selection of the topic will ensure a successful submission will be delivered in the most appropriate session.

<b>EDUCATION</b>	<p>Covers all aspects of simulation based-education involved in the design, implementation, and facilitation of experiential learning through simulation.</p> <p>Includes, but is not limited to: needs assessment, curriculum/program/course/scenario development, concepts/terminology, evaluation, briefing, debriefing/feedback, faculty development, co-production, simulated people/patients, technical skills, communication/teamwork skills, IPE, human factors, psychological safety, EDI, and cultural diversity.</p>
<b>TRANSFORMATION</b>	<p>Covers all aspects of simulation that aims to transform health and care through collective understanding, insight and learning.</p> <p>Includes but is not limited to: quality improvement initiatives, system-based interventions, innovations, identifications (e.g latent safety threats), involving stakeholders to transform, influencing change, and including patients and publics to understand and inform. Please see <a href="https://aspih.org.uk/transformative-simulation-resources/">https://aspih.org.uk/transformative-simulation-resources/</a> for more information.</p>
<b>TECHNOVATION</b>	<p>Covers all aspects of using technical innovation to enhance simulation-based activities.</p> <p>Includes but is not limited to: technological developments, moulage, maintenance and sustainability, virtual and mixed reality environments, gamification, A/V, remote simulation, telehealth, and social media.</p>

## ABSTRACT TYPES

Accepted abstract types are Research Works and Workshops. Research works are divided into 4 categories: Literature Review, Original Research, In Practice, and Work in Progress.

Upon submission, please, indicate the **type of abstract**:

<i>Research Works</i>				<i>Workshops</i>
Literature Review	Original research	In Practice	Work in Progress	Workshop
A literature review (e.g. systematic, scoping, rapid, umbrella reviews)	Original research study related to simulation in healthcare, completed with results to report	Reporting an initiative that has been developed or implemented (e.g. a program/course, a method, a strategy)	Sharing works that are still in progress; preliminary results and specific challenges can be discussed	Interactive workshops, where the participants should enjoy a structured and active learning experience

### Research Works

Abstracts describing studies/projects in any of the conference topics. This includes conceptual and empirical studies that contribute to the larger research context. These abstracts should be organised using IMRaD (Introduction, Methods, Results, and Discussion) format, as follows:

**Title:** concise and informative

**Introduction:** context and identification of the needs/hypothesis; state the research question(s).

**Methods:** description of the study design/methods used/ /program/strategy/activity/...

**Results:** presentation of the results/findings/impact/outcomes

**Discussion:** discussion of results/findings in relation to the research question(s); brief and impactful sentence with major finding(s)

**References:** up to three, cited in Vancouver format

**Figure/Table:** one figure/table can be included

### Workshops

Abstracts describing interactive workshops, where the participants should enjoy an active learning experience. Workshop duration will either 90-min or 40-min, depending on the quality of the proposal. Innovative strategies and interactivity with the participant are essential. The abstract should clearly indicate the objective of the session and be organised as follows:

**Title:** concise, attractive and informative

**Background and aims/objectives:** context and identification of the learning objectives

**Session description:** description of the planned activities and educational methods

**Target audience:** participants' background and/or occupation; maximum number of participants; level (introductory/intermediate/advanced)

**Resources\*:** equipment required and specific room set-up (including furniture, IT equipment, etc.)

**References:** up to three, cited in Vancouver format

\* Please note that equipment requests will be fulfilled, if possible. A confirmation will be sent if the requested equipment is available. Facilitators/moderators should make their own arrangements for their proposed activities (e.g. handouts).

## GENERAL GUIDELINES

Failure to observe these guidelines may result in disqualification.

1. All abstracts must be written in English, at the level of English academic writing.
2. The abstract title should be short and clearly declare the content of the abstract.
3. The word limit is 400 (excluding title and references). Abstracts exceeding the word limit or with significant grammatical errors will be returned and must be edited before resubmission.
4. Abstracts (including the Title) must not contain information which could identify the author(s).
5. Please ensure that all the information provided through the abstract submission portal (including author names and affiliations) is complete and accurate. We strongly suggest you invite a "critical friend" to review your abstract to advise if your submission is clear and concise, and does not contain spelling, grammatical, or scientific errors.
6. The submitting author must certify that all co-authors have agreed for the abstract to be submitted. You will need to confirm this during the submission process.
7. Commercial trade names cannot be mentioned in the title although can be used in the body of the text.
8. Abbreviations may be used after defining them once.
9. Content must be concise and coherent, and follow the format headlines for that category.
10. Research-based abstracts must outline the research method (separate to the simulation activity) and the focus of the analysis. They must also indicate when the data was collected.
11. Statistics including sample size and sampling method used must be supplied where appropriate.
12. Abstracts must contain a minimum of 1 reference and a maximum of 3 references cited using the Vancouver referencing system. Number the references consecutively in the order in which they are first mentioned in the text. Place the references, in square brackets, inside the punctuation. Provide any references in the correct box during the submission process. The names of all authors should be given, up to a total of six authors. In case of more than 6 authors, provide the first three, followed by et al. Please see resources for referencing style (e.g. <https://guides.lib.monash.edu/citing-referencing/Vancouver>).
13. For Research Works, one table or figure can be included and uploaded separately. The image must be either a JPG or GIF. It must be larger than 50x50px and between 45KB and 500KB in size. Tables are recommended to be submitted as Word files.
14. ASPiH is committed to promoting ethically rigorous research and ethical research practice. It is assumed that those submitting an abstract have ensured that all relevant ethical standards for research conduct and dissemination have been met. The submitting author must confirm that they have the relevant ethical approval.
15. Any abstracts presented previously at regional, national, or international meetings (or submitted/scheduled for presentation before ASPiH) may be submitted but this must be declared at the time of submission. These abstracts will not be considered for publication in the Journal Conference Supplement.
16. The scientific committee may assign accepted submissions to an alternative topic, if considered more appropriate.
17. Abstracts submitted as Research Works, may be considered for publication in a special issue of ASPiH affiliated journal, the International Journal of Healthcare Simulation (<https://www.ijohs.com/>), provided it is not work in progress and has not been previously published or is currently submitted for publication elsewhere. If selected, authors will receive feedback and given opportunity to make the required corrections. Note: any updates/corrections will need to be done within a very short timeframe. Failure to carry out requested corrections in time will result in ineligibility for publication.

## AFTER SUBMISSION

Abstracts submitted to the ASPiH conference are double-blind peer-reviewed by the conference Scientific Committee. Based on originality, content, impact, and quality of writing, some of the research works' abstracts will be selected for publication at the International Journal of Healthcare Simulation (IJoHS). These abstracts will also be selected and assessed for the ASPiH publication competition.

- Each abstract will be reviewed by at least two independent and blinded reviewers. The reviewers will evaluate the abstracts according to the quality of the content, the quality of the writing, and the educational value. Specifically, they will assess if the abstract:
  - Has an informative title and is structured as recommended, with correct spelling/grammar and coherent writing.
  - Has educational value.
  - Provides context.
  - Clearly states hypothesis or questions.
  - Concisely describes the content.
  - Discusses the interest and impact of the work or argues the novelty of the innovation, or clearly presents the results or reflections.
  - Is an important contribution to theory or knowledge.
  - Is a novel or innovative contribution.
  - Is relevant to conference aims and for conference delegates.
- For the abstracts submitted as Research Works, **the scientific committee will define the format for presentation during the meeting (oral or ePoster), depending on the evaluation of the abstract and on the relevance of the work.**
- The Scientific Committee will also evaluate the Workshops according to the planned activities and their viability on the available timeline, dynamics and interactivity, relevance for the target audience, novelty or innovative contribution. Authors will be informed of the allocated time (90-min or 45-min), depending on the evaluation of the proposed session.
- The **submitting author will be notified of the decision on 15<sup>th</sup> July 2024**, by email to the same email address provided in their ASPiH profile. Full presentation guidelines will be included in the acceptance email.
- The authors will be notified in the acceptance email. It is the author's responsibility to ensure email addresses are current, updated, and that emails from the ASPiH events team can reach them. Full presentation guidelines will be included in the acceptance email.
- For all accepted abstracts, **the lead author will be required to register for the conference by Friday 30<sup>th</sup> August 2024**. If the registration is not confirmed by that date, the abstract will be excluded from the conference programme and cannot be published in IJoHS even if tentatively selected.
- If an abstract must be withdrawn, a written statement reflecting the reasons for this decision must be sent to [events@aspih.org.uk](mailto:events@aspih.org.uk) no later than 30<sup>th</sup> August 2024.

If you are experiencing problems submitting your abstract, please do not hesitate to contact the ASPiH conference administration team by emailing [events@aspih.org.uk](mailto:events@aspih.org.uk) or by calling 01543 442144.