



East Midlands Conference Centre  
12<sup>th</sup> November 2009

[www.pre-op.org](http://www.pre-op.org)

## CALL FOR PAPERS

Deadlines: 31<sup>st</sup> July 2009 (Papers)  
1<sup>st</sup> September 2009 (posters)

The Preoperative Association would like to make a call for papers to be presented at the Preoperative National Conference.

### **Abstract**

If you are interested in having your work presented at the conference we would ask that you submit an abstract for consideration. The purpose of the abstract is to enable the Abstract Committee to make an informed decision about the suitability of the work to form part of the conference programme as either a Free Paper or a Poster Presentation.

All accepted abstracts will be printed in an official Abstract Book to be distributed to all delegates at the conference. Powerpoint presentations will also be posted on the Associations website.

### **Free Papers**

If invited to present your work as a Free Paper, candidates will be given the opportunity to showcase their ideas and developments within one of the programmed Parallel Sessions.

**Free Paper presentations will be 15 minutes in length with 5 minutes for questions.**

### **Poster Presentations**

As an alternative to a Free Paper, authors may also be invited to display their work as a poster. Posters provide an excellent opportunity for authors to introduce their service developments and share good practice. All accepted posters will be displayed throughout the duration of the conference.

***Full details for the submission of an abstract follow.***

***Please remember that the deadline for submission of abstracts is the 31st July 2009 for a paper presentation and 1st September for a poster.***

***We look forward to hearing from you.***



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## Instructions for the Submission of Abstracts

All abstracts submitted for presentation at the Conference **must** be submitted on the standard form (below).

- Please ensure that the contact details for the main author are **fully** completed.
- The abstract text should be left-justified in Times New Roman font at no less than 10 pt size.
- Abstracts should be structured as much as possible, although the standard structure for a scientific paper - introduction, methods, results, discussion - may not always be applicable.
- Please keep references to a maximum of three (more may be included in the poster or oral presentation).
- You may wish to include a graph or table in the space provided or you may submit an illustration as a separate file. You may use more than one illustration in your presentation at the conference but a limit of one is necessary to make the abstracts manageable.
- **Author(s) accepted for presentations must register for the conference and are expected to pay the delegate fee**

The Abstract Committee will consider the ethical, methodological and statistical standards of each abstract. Authors will then be contacted to inform them of the committee's decision, together with further details of participating in the conference.

The closing date for abstract submission is 31<sup>st</sup> July 2009 (paper) and 1<sup>st</sup> September 2009 (poster). All abstracts must be e-mailed to [pre-op@aagbi.org](mailto:pre-op@aagbi.org) in Microsoft Word format or should be sent on a disk accompanied by the completed form. An electronic version of the Call for Papers is available on the Preoperative Association website at [www.pre-op.org](http://www.pre-op.org).

Please note that the Preoperative Association is unable to reimburse travel and accommodation costs.

All questions concerning abstract submission should be directed to [pre-op@aagbi.org](mailto:pre-op@aagbi.org)



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# Abstract Submission Form

Authors must ensure that all relevant sections of this form are complete before submission. Missing information may lead to the processing of your abstract being delayed. All contact regarding the abstract will be through the main author. It is the responsibility of the main author to pass on information regarding the conference to further authors/presenters as necessary.

**Submission Deadline: 31<sup>st</sup> July 2009 (paper)  
1<sup>st</sup> September 2009 (poster)**

**Main Author**

Title:..... Surname: .....  
First Name: ..... Male/Female: .....  
Place of Work: .....  
Position / Job Title: .....  
Contact Address: .....  
..... Post Code: .....  
Email: .....

**Further Authors**

Title:..... First Name ..... Surname: .....  
Position / Job Title: .....  
Title:..... First Name ..... Surname: .....  
Position / Job Title: .....

**Conflict of Interest**

Please outline any financial support received or any possible conflict of interest regarding this abstract:  
.....  
.....  
.....

**Preferred method of presentation**

(please tick)

Free Paper       Poster Presentation       Either

***Abstracts must be sent either by email attachment in Microsoft Word format to [pre-op@aaqbi.org](mailto:pre-op@aaqbi.org) or on a disk (also in word format) together with this completed form to:  
Abstract submission, Preoperative Association 2009 National Conference,  
21 Portland Place, London, W1B 1PY.***



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# Abstract

*Please refer to the instructions sheet before completing this section of the form.*