

**IDAHO SOCIETY OF HEALTH-SYSTEM PHARMACISTS
2019 SPRING MEETING
April 6-7, 2019**

**Saint Alphonsus Regional Medical Center
Boise, ID**

POSTER PRESENTATION GUIDELINES

DESCRIPTION: A poster presentation is a visual display of the author's research/project and gives them an opportunity to informally discuss their work with other meeting attendees. These presentations commonly include:

- *Evaluative studies of completed original research.*
- *Descriptive reports of new, improved, or innovative roles or services in pharmacy practice.*
- *Research-in-progress reports which permit the investigators to benefit from peer review before research is completed.*
- *Case reports of unique clinical experiences or patient cases.*

FORMAT: One author is expected to be available at their display throughout the Poster Session. Authors presenting a poster must provide the following components:

1. **Abstract:** Complete and return the attached "Abstract Form" and a typed copy of your abstract to the ISHP Professional Affairs Chair at ishpcontact@gmail.com by **Wednesday, March 27, 2019**.
2. **Display:** Authors **MUST** display their poster on a standard size poster board (36" x 48"). Wooden easels **WILL BE PROVIDED** for all **ACCEPTED ABSTRACTS**. The author will need to **print the poster on, or supply personal poster board or backing for display on the wooden easels. Binder clips will not be provided.**

OVERSIZED OR UNDERSIZED POSTERS ARE NOT PERMITTED.

Poster boards are available from art supply stores for a nominal fee. Authors are encouraged to use graphics to enhance or replace text whenever possible. The following information should be included in the abstract and displayed on the poster:

- Title, name (s) of the author(s), and their practice/project site.
 - Statement of the project's hypothesis, purpose, or objective.
 - Brief description of the methods, procedures, or key concepts.
 - Summary of the results obtained.
 - Statement of the conclusions.
 - Impact, if any, on current or future pharmacy practice.
3. **Printed Handout:** Handouts are optional, but strongly encouraged. The presenting author is encouraged to have business cards or other contact materials available during the poster session.

Awards are given to the top three (3) posters in each of the student, resident, technician, and pharmacist categories.

Poster judges will be expecting a 3-5 minute discussion of your poster, including time for questions.

TYPE OF POSTER

Select **one** from the following types of submissions:

D = Descriptive Report: *Definition:* Describes new, improved or innovative roles or services in pharmacy practice, or unusual clinical cases in one or a few patients that have not been formally evaluated, but are of such importance that they must be brought to the attention of practitioners.

E = Evaluative Study Report: *Definition:* Completed original research, including clinical research on drug effects in humans, drug-use evaluations, and evaluations of innovative pharmacy services. Abstracts must include scientific results and/or data to support the conclusions.

R = Research-in-Progress Report: *Definition:* Uncompleted original research, including clinical research on drug effects in humans, drug-use evaluations, and evaluations of innovative pharmacy services currently in progress. **Please note:** Results can be presented on your poster at the meeting.

C = Case Reports: Describes an unusual *patient-specific* case that was not part of a study but the findings are of interest to clinical pharmacists. Case Reports do not need the headings Purpose, Methods, Results, or Conclusions but cannot be a research-in-progress.

POSTER TITLE RULES

Please be sure your title accurately and concisely reflects the abstract content. Submission titles that are not in the correct format will be rejected.

- The title must not be misleading
- Capitalize only the first letter of the first word in the title; all other words must be in lower-case letters, except in the case of acronyms or proper nouns
- Do not use proprietary (brand) names in the title
- Do not include the name of the institution
- Do not use “A”, “An”, or “The” as the first word in the title
- Spell out all pharmaceutical acronyms
- Special symbols (Greek letters, mathematical signs) must be spelled out
- Do not use quotes in your title

EXAMPLES:

- **CORRECT:** Implementation of computerized prescriber order entry (CPOE) in a surgical unit: one year later
- **INCORRECT:** IMPLEMENTATION OF COMPUTERIZED PRESCRIBER ORDER ENTRY (CPOE) IN A SURGICAL UNIT: ONE YEAR LATER
- **INCORRECT:** Implementation of Computerized Prescriber Order Entry (CPOE) in a Surgical Unit: One Year Later

ABSTRACT

Guidelines for all types of abstracts – MUST NOT EXCEED 150 WORDS

- **Proofread abstracts carefully**, particularly doses, numerical values, and drug names.
- Do not include the name of your institution in the body of your abstract.
- Use standard abbreviations. Do not include graphs, tables, or illustrations in the abstract.
- Do not use special functions such as tabs, underlines, trademarks, subscripts, bold italics, superscripts, or hyphenations in the abstract. Special symbols (Greek letters, degree signs, and plus/minus) must be spelled out.
- Do not include the title or authors in the body of the abstract.

**2019 ISHP ANNUAL SPRING MEETING
POSTER ABSTRACT FORM**

TITLE:

PRIMARY AUTHOR:

ADDRESS:

TELEPHONE:

EMAIL:

CO-AUTHORS:

CATEGORY: **TECHNICIAN** **STUDENT** **RESIDENT** **PHARMACIST**

TYPE OF PROJECT:

- Evaluative Study**
- Descriptive Report**
- Research-in-Progress**
- Case Report**

Abstract: Abstracts must be typed and are limited to **150 words**. A single paragraph is preferred. Use complete sentences and avoid using an outline form. Include a statement on impact or expected impact on pharmacy practice.

Descriptive Report Abstracts

- The abstract must contain rationale detailed description of the project or case, and the importance of the report to pharmacy practice.
- The abstract must have brief summary of: Purpose, Methods, Results, and Conclusion.
- The Primary Author verifies that all coauthors are aware of the contents of the abstract and support the data.

Evaluative Study Abstracts

- All clinical research represented in the abstract was approved by the appropriate ethics committee or institutional review board (IRB) and, if appropriate, informed consent was obtained for all subjects. This must be indicated in the abstract. If it was exempt from review, a statement indicating why the study was exempt must be included.
- The abstract must have: Purpose, Methods, Results and Conclusion.
- The Primary Author verifies that all coauthors are aware of the contents of the abstract and support the data.
- The statement, "results will be discussed" will not be accepted and abstracts stating this will be rejected.

Research-in-Progress Report Abstracts

- All clinical projects represented in the abstract was approved by the appropriate ethics committee or institutional review board and, if appropriate, informed consent was obtained for all subjects. A statement to this effect must be included in the abstract. If it was exempt from review, a statement indicating why the study was exempt must be included.
- The abstract must contain rationale and objectives for the study (Purpose) and a proposed plan for analysis of the data (Methods).
- Results and Conclusion statements are not required.

Case Report Abstracts

- Enter the entire abstract information in the Purpose field (see example).
- The abstract does not need: Methods, Results and Conclusion. Skip the Methods, Results, and Conclusion fields.
- The Primary Author verifies that all coauthors are aware of the contents of the abstract and support the data.

Complete the top portion of this form and attach it to your abstract (typed on a separate piece of paper).

Please send to the ISHP Professional Affairs Chair via e-mail at ishpcontact@gmail.com by **Wednesday, March 27, 2019**.

You will receive confirmation of receipt of your submission prior to the event. Information regarding set up, take down, and other details will be provided if your abstract is accepted. Thank you.