



AFHTO 2014 Conference: Concurrent Session and Poster Submission Guidelines

Thank you for your interest in submitting an abstract for a concurrent session or poster to present at the AFHTO 2014 Conference taking place October 15 & 16 in Toronto.

Conference planning committees are looking for concurrent session and poster submissions that:

- Reflect the [conference theme](#)
- Present relevant, useful and practical ideas that can be implemented in interprofessional primary care organizations
- Present innovative ideas
- Are backed up by evidence of impact (e.g. outcome measures, evaluation results, research findings)
- Demonstrate clarity of learning objectives and presentation format

Concurrent Session Format: Either 45 minutes or 1 hour and 30 minutes long.

Poster Format: Maximum size for posters is 46" (vertical) x 70" (horizontal)

Due date for all concurrent session and poster abstracts is May 12, 2014 at 9:00 AM

To submit an abstract, go to: <https://www.surveymonkey.com/s/6JM6ZZL>

Submission Process

Review the [submission form template](#) before filling out the Survey Monkey form. Fill out the online form to submit an abstract for a presentation or poster. You will be asked:

1. In 100 words or less, to describe the Learning Objectives
2. In 100 words or less, to describe the Evidence / Results from your initiative
3. In 250 words or less, to provide a brief summary/abstract of the presentation

Terms and Conditions:

- All presenters must register and pay the applicable conference fee. For each approved concurrent session, up to 2 presenters will be granted a \$50 discount off the conference registration fee. (Discount does not apply for poster presentations.)
- In order to submit you must fill out all the required fields in the form.
- All submissions will be reviewed by the applicable concurrent session planning committee. If accepted, abstracts and presenter name and affiliation will be published in the conference program.

Timeline:

- Deadline for presentation abstracts: **May 12, 2014 at 9:00AM (EST)**
- Notification of acceptance for presentation: **June 9, 2014**
- Conference registration opens: **late June 2014**
- AFHTO 2014 Conference: **October 15 & 16, 2014**

For more information contact: Saleemeh Abdolzahraei, Membership and Conference Coordinator
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