**AFHTO 2021 Conference: Poster Submission Form Template**

## Submission Format

Thank you for your interest in submitting an abstract for a poster for the AFHTO 2021 Conference!

**The deadline to submit an abstract is Tuesday, August 3, 2021.**Click here to review the [submission requirements](https://www.afhto.ca/uploads/afhto-2021-abstract-submission-guidelines-final-2021-06-30pdf).

**Tips for completing the form:**

* Review the submission form template before filling out the Survey Monkey form.
* Save a copy of your submission in another place, this form will not save your data.
* In order to submit you must fill out all the required fields in the form (marked by \*).

**Terms and Conditions:**

* For each approved poster, a presenter will be granted a discount off the conference registration fee. If you would like to be available to answer any questions attendees might have about your poster, **you must register for the conference.**
* All submissions will be reviewed by the applicable working group. If accepted, abstracts and presenter name and affiliation will be published.

Those submitting abstracts will be informed of acceptance by early September 2021.

For more information, please contact Paula Myers by phone (647-234-8605 ext. 1200) or e-mail (info@afhto.ca).

**Select the theme category that best fits with the content of your poster or concurrent session proposal.** [**Click here**](https://www.afhto.ca/news-events/news/2021-conference-themes)**to find conference theme descriptions.**

1. Beyond our walls: expanding access to interprofessional team-based care
2. Primary care leading in health system transformation
3. Harnessing the power of relationships
4. Right care at the right time: building digital models of care
5. Equity as the foundation in delivery of care

**If applicable, select the theme that is the second-best fit with your proposal:**

1. Beyond our walls: expanding access to interprofessional team-based care
2. Primary care leading in health system transformation
3. Harnessing the power of relationships
4. Right care at the right time: building digital models of care
5. Equity as the foundation in delivery of care

## Submission Details:

Please provide the following information to help reviewers to assess your submission.

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

* Reflect the [conference theme](https://www.afhto.ca/news-events/news/2021-conference-themes)
* Demonstrate clarity of learning objectives and presentation format
* Present ideas/initiatives that:
	+ Are innovative
	+ Are relevant, useful and can be implemented in interprofessional primary care organizations or within Ontario Health Teams
	+ Demonstrate patient and caregiver involvement
	+ Recognize and address the needs of their local population (access or barriers to care, rurality, etc.)
	+ Are backed up by evidence of impact (e.g., outcome measures, evaluation results, research findings, patient, or community experience)

***Tip:****Save a copy of your submission in this template on your computer as the online submission form will not save your data until you hit submit.*

## Title:

***Tip:****Conference attendees will be skimming presentation titles to find relevant and interesting presentations amongst many. You want your title to stand out - keep it short and to the point. What is the one thing you hope someone reviewing your presentation will retain after they go home?*

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Learning Objectives
In 100 words or less, please describe the learning objectives (i.e., the skills and/or knowledge participants will gain from this presentation).

***Tip:****Focus on the key knowledge or skills attendees and reviewers will retain from the presentation and can implement once they return home.*

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Brief Summary / Abstract
In 250 words or less, please provide a brief description of the presentation

***Tip:****In your summary focus on what your program/initiative/research/innovation is and its actual or potential impact on how primary care is provided across the province*

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Evidence / Results
In 100 words or less, please describe the outcome measures you have observed (e.g. outcome measures, evaluation results, research findings, observations if still in early stages, etc.)

***Tip:****When developing your summary of the evidence/ results, focus on concrete figures and standout examples that would make it worthwhile for your peers to attend your session.*

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**To what extent does the content of the presentation focus more on research and policy issues as compared to hands-on practical issues?**

* **Research/Policy** *(e.g. Presentation of research findings, analysis of policy issues and options)*
* **Practical** *(e.g. Presentation on how to implement programs and/or practices in the team environment)*
* **Balance between both** *(e.g. Presentation of a best-practice guideline that combines research evidence, policy issues and practical steps for implementation)*

Target Audience:
Check all that apply

* Leadership (ED, clinical lead, board chair, board member, etc.)
* Clinical providers
* Administrative staff
* Representatives of stakeholder/partner organizations

## Contact Information

**Contact Person**

*This person is the coordinator of the poster presentation and presenters. You will be responsible for ensuring all presenters are registered if applicable and documents submitted on time.*

|  |  |
| --- | --- |
| First Name |  |
| Last Name |  |
| Phone Number |  |
| E-mail Address |  |

**Presenters**

*If attending the conference presenters must register at the appropriate rate.*

List up to 5 Presenter Details as follows: **First and Last Name, Credentials and/or Job Title, Organization Affiliation, and e-mail address.**

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**Authors and Contributors**

*All listed below have participated in developing the presentation. Names will be published in poster descriptions on AFHTO's website.*

List details as follows: **First and Last Name, Credentials and/or Job Title, Organization Affiliation**

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**I agree to the** [Terms and Conditions as outlined in the submissions guidelines](https://www.afhto.ca/uploads/afhto-2021-abstract-submission-guidelines-final-2021-06-30pdf)

☐ Yes

**When you’re ready to submit your abstract go to:**

* <https://www.surveymonkey.com/r/afhto2021posters>