



## ENTIRELY VIRTUAL 9<sup>TH</sup> INTERNATIONAL PEDIATRIC FEEDING DISORDER CONFERENCE

### CALL FOR ABSTRACTS

**Abstract Submission Deadline: Tuesday, August 31, 2021**

**Conference Date: Spring 2022**

Feeding Matters is seeking accomplished presenters to share their knowledge, experience, and skills at the entirely virtual 9<sup>th</sup> International Pediatric Feeding Disorder Conference in spring 2022. Attendees will include healthcare professionals and families who are furthering advances in pediatric feeding disorder by accelerating identification, igniting research, and promoting collaborative care for children and families.

Intermediate and Advanced submissions from those with expertise in the 4 domains of PFD (medical, nutrition, psychosocial, and feeding skill) is encouraged. Abstracts undergo peer-review by the International Pediatric Feeding Disorder Conference Committee.

**Please *carefully* read the following instructions as incomplete submissions will not be reviewed/accepted.**

### CONFERENCE FORMAT

Feeding Matters is committed to reaching attendees from around the world in a safe environment which is why we have decided to offer an entirely virtual conference in spring 2022.

For each abstract you submit, please indicate your desired presentation format(s) in order of preference.

- Concurrent Session: 90 minute virtual presentation- 60-minute virtual presentation and 30-minute live virtual Q&A
- Lightning Talk: 5 minute presentation

You are welcome to submit for **each presentation format** (i.e. lightning or concurrent session). Feeding Matters may contact presenters to propose an alternative format. Presenter has the right to accept or decline this request.

Review the format descriptions (listed below) and complete the online submission process for the selected type(s) of presentation as indicated on the abstract submission site. Abstract proposals must be submitted online by **August 31, 2021** in order to be considered for review.



## FORMAT DESCRIPTIONS

Not sure which presentation format will work best for your proposed session content? If you have questions, contact Feeding Matters at [conference@feedingmatters.org](mailto:conference@feedingmatters.org).

### Concurrent Sessions

*90 minute virtual presentation- 60-minute virtual presentation and 30-minute live virtual Q&A*

Concurrent sessions are designed for discussion or review of a program, project, or intervention. Topics should be evidence-based and should demonstrate a program, project, or intervention that has achieved or is on track to achieve measurable results.

Presentations follow a 90-minute format that includes 30-minutes of live virtual audience discussion. Feeding Matters provides a 100% discount on full conference registration for one presenting author. This is most commonly the primary presenter, whose contact information is entered first. This cannot be combined with any other discount. **Each presenter must register for the conference by the Early Bird Deadline of March 1, 2022**

***Accepted concurrent sessions require submission of program materials by February 1<sup>st</sup>, 2022 (pre-recording schedules will be determined by December 2021 for pre-recordings in March and April 2022).*** Program materials include: references; keywords/search terms; PowerPoint presentation (in ppt format – **PDF format is not accepted**).

### Each concurrent session submission must include:

- Completion of the general application form.
- An abstract (250 word limit): The abstract submission is divided by section into individual fields. You can include as many words as you like per section, but the **total of all sections must not exceed 250 words**.
  - An abstract should include:**
    - problem statement or study
    - methods
    - results
    - conclusions and next steps (summary in which you state what was learned and what needs to be done next to advance research and/or practice)
- A 50-word Presentation Summary for printing in our conference program and marketing materials.
- Educational Outline Summary of Presentation - *Answering the questions:*
  - “What will you present?”
  - “How will you engage the participants/learners in the presentation?”



- “How will you ensure the family perspective is presented?”

Three learning objectives for each abstract submitted (including lightning talk abstracts)- We recommend that you use **Bloom's Taxonomy action verbs** for your objectives.

### **Lightning Talks**

*5 minute presentation*

Lightning talk presentations offer an opportunity for clinical and/or scientific presentations in an interactive environment. If accepted, the presenter(s) will record a 5 minute video on their own with corresponding slides. Feeding Matters will provide a free conference registration for one presenting author. This is most commonly the primary presenter, whose contact information is entered first. This cannot be combined with any other discount. **Lightning talk presenters must register for the full conference by the Early Bird Deadline of March 1, 2022.**

***Accepted lightning talk presentations require submission of program materials (lightning talk PDF, and 5 minute video) by March 1<sup>st</sup>, 2022***

### **Each lightning talk submission must include:**

- Title for the lightning talk
- Abstract
- Description: how you plan to present your topic in 5 minutes.

### **Each listed author (concurrent and lightning talk) must provide:**

- Biographical information including credentials and educational background
- Headshot
- CV
- All financial and non-financial disclosures
- Recognition of Feeding Matters philosophy

If you are selected to present, you are required to sign a presenter agreement which states that you will comply with the listed deadlines and presenter guidelines. ***Failure to meet the required deadlines and presenter guidelines may result in the cancellation of your presentation and/or loss of your presenter honorarium and registration discount.*** All selected presentations will be reviewed by a Physician for adherence to ACCME guidelines.

## **EVALUATION CRITERIA**



## **Concurrent Sessions**

### *Session Details*

1. Quality and depth of the subject matter
2. Evidence-based research
3. Learning Objectives

### *Education/Training/Knowledge Base*

1. Academic Training
2. Publications
3. Professional recognitions
4. Formal speaking engagements

### *Professional Experience*

1. Experience in the content area(s)
2. Professional certification(s)

## **Lightning Talks**

1. Introduction
2. Method
3. Results
4. Discussion/Conclusion
5. Overall Quality
6. Relevance and Originality
7. Overall Impression
8. Learning Objectives

A submission is more likely to be accepted if it is original, innovative, and contributes to the scholarly practice of pediatric feeding disorder. Quality of work, clarity and completeness of the submitted materials will be considered.

The International Pediatric Feeding Disorder Conference Committee receives more proposals than can be accommodated within the time and space available. Careful attention to these criteria is likely to increase the chance for acceptance.

## **SUBMISSION INFORMATION**

**Final Deadline: August 31, 2021**

**\*\*When submitting your abstract proposal, please be sure to:**

Indicate a unique choice for each of the presentation options, selecting the formats for which you'd like your abstract to be reviewed: 90-minute Concurrent Session or Lightning Talk Presentation. Your abstract will be reviewed based on your selections of first choice or



second choice. You are welcome to submit for only one type of presentation (i.e. lightning or concurrent session).

To complete your abstract, be sure to press the “**Submit FINAL proposal**” button. Once your abstract proposal is successfully completed, you will receive an email confirmation of submission from Feeding Matters. If you do not see this in your inbox, please check your junk mailbox.

## EXPECTATIONS

- Submit an abstract that is based on original research, quality improvement projects, evidence-based practice, or programmatic innovations. Abstracts may have been presented elsewhere or published within the past 12 months but will need to be updated to relate specifically to this conference.
- Presenters are asked to identify any potential conflict of interest related to the content offered (i.e commercial interest, affiliation with a vendor, and/or receipt of royalties) and affirm that their abstract presentations will not be used to sell a product or service. Feeding Matters exerts the right to rescind the acceptance of an abstract due to any conflict of interest discovered after the fact.
- Submit a **FINAL** presentation slide deck to Feeding Matters by **February 1<sup>st</sup>, 2022**. This will allow time for the conference committee to review slide decks to ensure adherence to **accreditation standards** and **Feeding Matters philosophy**. Feeding Matters has the right to ask for edits and changes to the slide deck if it is not in accordance with **accreditation standards** and **Feeding Matters philosophy**. No commercial interests are to be included in the final presentation or the slide deck.
- Submit FINAL handouts to Feeding Matters (2 slides per page in gray scale) by February 1, 2022. Edits to handouts will not be allowed between February 1, 2022 and the conference.
- The primary author will be the point of contact for all communication with Feeding Matters.
- Primary authors on all accepted abstracts must register for the conference and present the abstract. Registration for the primary author will be waived. Co-authors cannot present in place of the primary author. Any co-authors may present with their primary author if they register for the conference.
- Materials used must be the work of the author and all work of contributing researches, clinicians, authors, etc must be cited.

## NOTIFICATION



Regardless of acceptance status, an email notification will be sent to you in **September 2021**.

If your abstract proposal has been accepted, you must confirm your presentation via the online Presenter Agreement (link in notification email) by **October 31, 2021**. If you do not respond by this date, the acceptance of your abstract proposal may be withdrawn.

## PUBLICATION

If your proposal is accepted and confirmed for a concurrent session or lightning talk your presentation summary will appear in the conference materials. **Only presenting authors listed in the submission site will be included.** Authors not listed as “presenting author” will not be published in conference materials.

1. All presentation abstracts will be posted on the Feeding Matters website as a part of the detailed program schedule.
2. Final concurrent sessions from the conference may be published in the Feeding Matters learning center.

## DATES TO REMEMBER

### **August 31, 2021**

Submissions Deadline for Concurrent Sessions and Lightning Talks Presentations.

### **September 2021**

Notification emails sent to all submitters.

### **October 31, 2021**

**Presentation Confirmation Response Deadline** for all accepted abstract proposals (Concurrent Sessions and Lightning Talks). *Confirmation response will include completing the online Presenter Agreement (link in notification email).*

### **February 1, 2022**

**Concurrent Sessions: Program Materials Deadline** for presentation slides/handouts (including the necessary disclosure information), educational design form. **This is required in order to present for all concurrent sessions.**

### **March 1, 2022**

**Lightning Talks: Materials Deadline** for a 5-minute video and a PDF of lightning talk.



**March 1, 2022**

***Early Bird Registration Deadline – Presenters Registration Deadline***

All presenters (primary presenters and co-presenters) for concurrent sessions and lightning talk must be registered.