



SUBMIT YOUR SPEAKER ABSTRACT NOW

We are now accepting speaker abstracts for our 6th APAC Forum on the Gold Coast, Queensland, Australia.

Our APAC Forum 2017 reviewers are calling for speakers who are determined to make positive improvement to the health and wellbeing of their communities to step forward. They are looking for presentations that showcase innovation and leadership, and represent a significant contribution to the advancement of healthcare.

Please follow the instructions below and submit your abstract online by midnight **NZDT Friday 28 April 2017**. Please note that the closing date for abstract submission will not be extended and abstracts will only be accepted if the presenting author has registered and paid the speaker registration fee by **Monday 24 July 2017**.

DATES AND DEADLINES

Speaker abstracts open	Monday 23 January 2017
Speaker abstracts close	Friday 28 April 2017
Presenting author notified	Monday 12 June 2017
Presenter registration deadline	Monday 24 July 2017

PREPARING YOUR ABSTRACT SUBMISSION

Your abstract must comply with the below abstract submission criteria in order to be considered. Online submission is the only method of receipt of abstracts.

Abstract Submission Criteria

1. Abstract should not exceed 500 words (excluding the title, authors and affiliations and should follow the instructions within the submission portal and abstract template)
2. Abstracts should be original work
3. All abbreviations must be spelled out on first use
4. Abstracts should be thoroughly checked for spelling and grammar
5. Submit as a Word or PDF document
6. Abstract to be structured using the subject headings listed below and provided template

7. Only one figure, table or other graphic can be included in abstract if required
8. There can only be a maximum of two (2) presenting authors
9. Presenting author/s to provide 150 word biography and high resolution JPEG headshot photo
10. Selected abstracts may be published in the New Zealand Medical Journal as proceedings

Abstract Template

Upon submitting your abstract online, you will be required to submit the following using the provided template:

- a. A title which clearly indicates the nature of the investigation
- b. Background
- c. Aim or research/evaluation question
- d. Methods
*Please include (as relevant):
Population, sample size, quality improvement methodology or study design used, setting, timeframe, intervention, baseline measures, data collection and analysis*
- e. Results
Please includes the data or supporting evidence which clearly illustrates the outcomes/impact
- f. Conclusion
- g. Conflict of interest declaration
It is the intent of the APAC Forum to provide high-quality sessions focused on educational content that is free from commercial influence or bias. Thus the submitting author of an abstract is requested to declare any potential conflicts of interest for all authors during the abstract submission.
- h. Advise most relevant theme – only one can be selected
Lead | Innovate | Grow | Integrate | Change | Design | Collaborate and Co-Design | Respect and Equity | Access
Refer to theme definitions below
- i. Key learnings
List three key learnings that will be delivered
- j. Session descriptor
Please provide up to 150 word session description that will be published online to promote your session to attending delegates (subject to editing)

ABSTRACT THEMES

Authors are required to indicate which theme is most applicable to their abstract submission.

LEAD	Outfit yourself, and your people, with the authentic leadership qualities required to reach new heights. Chart a course for emerging leaders and create an environment that empowers people to tackle their own ascent.
INNOVATE	Hear from early adopters about the benefits and lessons learned from implementing digital solutions for clinical enablement. Are we using technology to its potential - where it's improving healthcare processes, producing meaningful information, and ultimately improving patient outcomes?
GROW	Cultivate your passion and resilience to enable yourself, and your teams, to compassionately contribute to the health of your population. Your wellbeing affects that of those in your care too. Allow yourself to reflect on what you do, why, and restore your energy.
INTEGRATE	Hear from people who have spearheaded integration campaigns to close the gap between primary and tertiary health services, and those who are proactively working with our colleagues from related sectors. Map a patient pathway that delivers improvements in accessibility, reliability, and patient safety while reducing costs.
CHANGE	Achieving the scale of change that is required in healthcare systems globally will require big thinking, cultural transformation, operational excellence, and durability. Hear from pioneers who are leading large-scale disruptive change.
DESIGN	At the centre of what we do is the desire to design services that provide excellence in quality and patient safety. Take a look at best practise examples from high performing organisations and learn how they have designed optimal services which result in excellence as measured by in quality standards and accreditation.
RESPECT AND EQUITY	We know from decades of health reporting that populations do not enjoy equal health. Learn about a range of innovative interventions and preventative measures are being successfully implemented to improve indigenous health.
ACCESS	Recognising that while much of the population has access to hospitals those in rural and remote localities often do not. Hear from people who are implementing campaigns that leverage innovation to improve access to health services despite geography.
COLLABORATE AND CO-DESIGN	Designing services in tandem with the people who use them will ultimately lead to better quality and experience. By collaborating with staff, consumers and families to combining their knowledge and expertise we can co-design services and transform experiences of delivering and receiving services for all. So, team up with your users and submit your abstracts together!

PRESENTATION TYPES

Abstracts may be submitted for one of the following presentation types:

1. **Rapid Fire:** sessions that consist of multiple fast-paced presentations on the same topic. These sessions are designed to keep the information flowing and the audience fully engaged. Consists of one moderator and five presenters. Each presentation is exactly 10-minutes with no more than ten slides. At the conclusion of the five presentations a 15-minute group Q&A session will follow, facilitated by the moderator.
2. **Concurrent:** A 75-minute session (60 minutes presentation & 15 minutes for Q&A and evaluation), which aims to provide Forum delegates with the opportunity to develop new skills. This may take the form of a combination of some limited didactic presentation combined with activities, interactive group or individual work.

3. **Storytelling:** Stories and narratives are an important evidence source in many cultures. This presentation type provides an inclusive space for Forum delegates to share stories in an informal way. It is envisaged that stories will be no longer than 20-minutes in length followed by five minutes of open discussion with session participants.

Whilst every effort will be made to accept an abstract for the presentation type selected in the submission process, Ko Awatea reserves the right to allocate a different presentation type if more appropriate and if programme space is limited.

CONFIRMING YOUR SUBMISSION

You will receive an automatic email when you successfully submit an abstract. If there are any remaining fields or sections yet to be completed, you are only able to save your submission as a 'draft' until all fields are completed. You have successfully submitted an abstract if Abstract Upload is ticked in the Document column of the 'Your Submissions' section. Any abstract with 'draft' in the status means it has not been submitted. Once you have submitted an abstract you are no longer able to make any amendments to the submission. To edit or delete a submitted abstract please contact the APAC Forum Office.

NOTIFICATION OF ABSTRACT STATUS

After the review process, a notification email will be sent to the submitting author by **Monday, 12 June 2017**. Please note it is the submitting authors' responsibility to forward this notification to the presenting author/s. The submission of an abstract constitutes a formal commitment by the presenting author to present the abstract (if accepted) orally in the session and the time assigned by the APAC Forum Office.

ABSTRACT PRESENTER REGISTRATION

The invitation to submit an abstract does not constitute an offer to pay travel, accommodation or registration costs associated with the Forum. Similarly, no presenter fee is paid to successful participants. A discounted speaker registration rate of AUD\$1,150.00 (inclusive of GST) will be made available to successful author/s on **Monday, 12 June 2017**.

All presenters must register for the Forum by **Monday, 24 July 2017** in order for the presentation to be included in the Forum programme.

SUBMISSION PROCESS

Abstract submission is a three step process:

1. Create an account/log into the submission portal

You must first create an account in order to upload your abstract/s. To begin, please click on the button entitled "Submit your abstract" on the [APAC Forum website](#).

If you have not previously submitted an abstract in your account please click "Create New Account". Your contact details will be required to create the account. You will be logged in, as well as emailed a password for future use.

Once you have created an account, you must then create a Contact. You can do so by clicking the tab "Your Contact Information". Please enter your relevant details in this section. You will then see two more tabs appear, "Abstract Submission" and "Your Submissions". You can now upload abstracts, view the terms and conditions, register for the Forum (after 12 June 2017) and review the Briefing Notes should your submission be successful.

2. Creating your abstract

Download the abstract template from the abstract submission portal and use this template to create your abstract in the required format. Abstracts submitted not using the correct template will be returned for correction.

3. Submitting your abstract

Within the submission portal, click on “Abstract Submissions”. You will be required to provide the following details prior to uploading the abstract file.

- Name and contact details
- The title of your abstract and preferred presentation type
- Indicate which themes are most applicable to your abstract submission
- Name and affiliations of all co-presenters and co-authors
- A brief biography of the presenting author/s (biography should be no more than 150 words per person)
- You will then be asked to upload the abstract file

Please note:

- All abstracts must be prepared according to the guidelines provide
- All fields on the online abstract submission form must be completed
- Abstracts must be submitted by the presenting author
- Submission of your abstract implies you have read, understood and comply with the Terms and Conditions as outlined in the Submission Portal

APAC FORUM CONTACT

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