



Association of Children's Prosthetic-Orthotic Clinics

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2018 ACPOC Annual Meeting

ABSTRACT SUBMISSION DEADLINE: OCTOBER 16, 2017

The Association of Children's Prosthetic-Orthotic Clinics (ACPOC) invites professionals interested in pediatric musculoskeletal disorders, neurological impairment, surgical and not surgical restoration, prosthetic and orthotic fittings, therapeutic treatment and outcomes to begin planning for their participation in ACPOC's 2018 Annual Meeting being held at the JW Marriott Hotel, Grand Rapids, MI, from April 11-14, 2018.

Please visit <http://www.specacpoc.org/abstracts/defaultmenu.aspx> to submit an abstract. **An ACPOC Customer Username is needed to log into the system.**

- If you do not have an ACPOC Customer Username, please email [ACPOC](mailto:ACPOC@aaos.org) with your full name, mailing address, phone number, and we will create one for you.
- If you are a returning user, enter your ACPOC username and password and then click on the "Login" button. Misplaced username - Contact the [ACPOC](mailto:ACPOC@aaos.org) office. Misplaced password - Click the "Forgot Password?"
- NEW FOR 2018:** In order to satisfy CME requirements, a biography of 2-3 paragraphs, including credentials, is needed for each presenter. A CV may be substituted for this requirement. References must also be included for each abstract. Please attach to your abstract.

JW Marriott Hotel

The JW Marriott is situated on the river in downtown Grand Rapids and is just minutes from many popular attractions. For reservations, click [here](#).

TOPICS REQUESTED

We are particularly interested in the following topics for symposia and instructional course development:

- clubfoot orthoses,
- limb salvage in the treatment of malignant tumors,
- orthoses used with limb lengthening,
- orthotic use in arthrogryposis,
- spinal orthoses, and
- tibial deficiency: salvage vs. amputation

Surgical presentations require a review of appropriate imaging studies for proper planning and execution. All presenters are strongly encouraged to include not only clinical photos, but also x-rays, graphs and or charts in their presentations.

COMMERCIAL BIAS

Due to specific requirements for CME programming issued by the ACCME, we have to be cognizant of any conflicts of interest or commercial bias. Scientific Paper and Poster presentations, as well as Creative Solutions and Challenging Cases, must be non-biased and conflict free. Presenters are required to follow the abstract they submitted, when making their presentation. Presentations of a commercial nature should be submitted for Technical Workshops. More information about Technical Workshops can be found in the Exhibitor Prospectus. Please contact the ACPOC office at (847) 698-1637 or email acpoc@aaos.org with any questions.

ACPOC Program Committee

Robert D. Lipschutz, CP (Chair)
Talia R. Collier, MD
Jorge A. Fabregas, MD
Kristine K. Nolin, CPO
David B. Rotter, CPO
Hank White, PT, PhD

Instructions for On-Line Submission

Go to <http://www.specacpoc.org/abstracts/defaultmenu.aspx> and log in to submit an abstract online for the 2018 ACPOC Annual Meeting

All online submissions must include:

1. Financial Disclosure is required for each author. Must be current as of 4/15/17.

2. Submitter: If you are in the AAOS database, and your disclosure is up-to-date (as of April 15, 2017), you will automatically enter the abstract submission process. If your disclosure is not current, you will be directed to the [AAOS website](#) to update your disclosure information. If you are not in the AAOS database, you will be directed to search for your name, if not found, create a customer record and then complete your financial disclosure information. After your disclosure is current, you may begin the abstract submission process.

3. You must have the last name and email address for every co-author on your abstract. When you get to the step of entering your co-authors, you will be asked to search by last name. If you find your co-author in the system, you may "Select this Co-Author" to add them to your author list. If one of your co-authors is not in the AAOS database, click on "Add" next to "Can't find your co-author?" From here, you will be asked to enter contact information for them (you must have their email address). Once you have submitted your co-authors, you will be able to review the list to see their disclosure status. If you notice someone is "Not-Current", you can click on "Send an Email to your Co-Author" and an email will be generated requesting that they submit current disclosure information.

4. NEW FOR 2018: In order to satisfy CME requirements, a biography of 2-3 paragraphs, including credentials, is needed for each presenter. A CV may be substituted for this requirement. References are also required for each abstract. Please attach to your abstract.

5. Uploading Abstracts: Once you have completed the author/co-author steps, you will then be brought to the abstract upload page. Here, you are required to upload both **blind** and **unblinded** versions of your abstract. (Blind = Title, Submission number, but No Authors/Co-Authors or Institutions; Unblinded = Title, Submission number, Include All Authors/Co-Authors and Institutions). Your abstract documents (both blind and full copy) **MUST** be a **WORD** document (.doc or .docx). The name of the document does not have a character limit. **Please Note: On this page, your submission number is listed. Please be sure to include this submission number at the top of both the blind and full versions of your abstract prior to uploading.** Once you have uploaded both versions of your abstract, you should see a link to each version listed on the screen along with a "Thank You" message. **You will NOT receive a confirmation email after uploading your abstract.** The best way to be sure your abstract was submitted and that it is complete, is to check the 'Status'. You will see a "Return to Main Menu" link toward the top right-hand side of the abstract upload page. Once on the Main Menu page, you will see that the 'Status' will say: "Complete" or "Pending". If "Pending", it will state why it is pending (missing abstract files or disclosure information).

If you are submitting for the New Investigator Research Award, you must attach a full manuscript instead of just an abstract.

Abstract Format

Abstract MUST be a **WORD** document (.doc or .docx). Use single space text and double space between paragraphs for line spacing. The abstract title should appear in **BOLD AND IN ALL CAPITAL LETTERS** on the top line, followed by the author(s) name(s) on the third line in upper and lower-case letters. Please list the institution on the next line in upper and lower-case letters, followed by City, State and/or Country. Remove authors and institution information for the blinded version. The body of the abstract should **not exceed 500 words. For Workshops and Symposia, please include a list of goals and learning objectives along with the abstract.**

Examples – evaluation techniques, advanced and future developments, analyze overall functional advantages and challenges, or assessment of current studies.

TYPES OF PRESENTATIONS

New Investigator Award

Through generous support from Otto Bock, ACPOC is able to present these awards to qualified students and residents in the field of pediatric orthopaedics, orthotics, and prosthetics. Monetary awards will be provided to each of the three award recipients in addition to the waived Annual Meeting registration fee and one year ACPOC membership. Award recipients must attend the Annual Meeting to present their paper and will be responsible for their own travel and lodging expenses. Award winners will have 15 minutes to present their work (unless additional time is requested.)

Who is Eligible: Students and residents in O&P, MD, OT, and PT programs, who are completing or have completed their directed study in the current year. The study must be applicable to the pediatric population.

The criteria to be considered for the award are:

1. A letter from the head of the applicant's department verifying training status.
2. The majority of the work must have been completed during the time the applicant was a student or resident.
3. You are eligible to submit, if you are within one year of completing the training program.
4. A full manuscript must be submitted.
5. Winning manuscripts must be eligible for publication in the *ACPOC News*.
6. All students and residents (medical, physical, and occupational therapy, orthotic, and prosthetic) are welcome to submit applications.

Reviewing of submissions: The Program Committee will select up to three winners. The submissions not selected for an award will be considered for a podium presentation at the meeting. In reviewing the submissions, the Committee will look for scientific rigor, evidence-based studies, and excellence.

Challenging Case

These are 15 minute presentations of difficult clinical problems without obvious solutions (one problem per presentation). Audience participation is critically important to the effectiveness of Challenging Case Presentations, so these cases will be selected for their anticipated appeal to meeting participants.

Write your case in the following format:

The Problem: A paragraph or two outlining the problem.

The Solution: How you solved the problem (optional).

Creative Solution

These are 10 minute presentations of the results of new or innovative prosthetic, orthotic, or other therapeutic interventions. Designs **MUST** be focused on original, inventive, or imaginative approaches to problems afflicting children with limb deficiencies, rather than a specific manufacturer's product. These presentations are intended to inspire discussion and collaboration among meeting participants, to provide new ideas for participants to implement immediately in the day-to-day care of their patients, and to stimulate future scientific investigation. Include 'how you solved it' and solicit audience feedback.

Scientific Paper

These are 10 minute presentations of research findings. Papers in this category are expected to describe the findings of a study with a specific hypothesis, appropriate methodology and execution, and suitable data analysis, with conclusions that reflect the findings. While there is no minimum number of research subjects, the number of subjects studied should be statistically adequate. If indicated, Human Subjects Committee approval should be obtained. These presentations are intended to improve the standard of care of children with limb deficiencies. Submissions for scientific presentation MUST INCLUDE data analysis and results. Do not submit an abstract for consideration as a scientific paper if the work has not been completed.

Time Limitations

The exact time allotted for each presentation will be determined by the Program Committee. Authors of accepted papers will receive notification of their presentation length in plenty of time to prepare appropriately. Time limits will be strictly enforced to allow the program to run efficiently, and to allow time for audience participation.

Scientific Poster

Posters present relatively simple topics or a small series, or "tips and tricks" in a visual and written format. Poster presentations are best suited for a pilot study, a unique idea, or a new procedure. Posters are to be exhibited throughout the meeting and attended at designated session.

Symposia

These sessions are 1-2 hours in duration, multi-disciplinary presentations, on a single topic. Presenters should seek to provide and integrate multiple points of view on their chosen topic, but in the interest of audience attention span, the number of individuals presenting should be between two and five per symposium. Audience participation is critically important to the effectiveness of symposia, so these will be selected for their anticipated appeal to meeting participants, based on the results of previous ACPOC meeting evaluations. **Goals and learning objectives must be included in your abstract.**

Scientific Workshops

These are 1-3 hours, non-commercial comprehensive presentations on topics of general interest to meeting participants, akin to Instructional Courses. Workshops will be selected for their anticipated appeal to meeting participants based on the results of previous ACPOC meeting evaluations, and on the breadth of their coverage of the chosen topic. **Goals and learning objectives must be included in your abstract.**

Physician-Guided Case Study Forum

Reminiscent of the early days of ACPOC; this Forum provides clinicians the opportunity to share challenging cases and glean valuable input from the audience. Participants are encouraged to share cases for which they would like feedback from attendees. Whether the case is new, has been ongoing for a few months, or a few years; there may be questions as to the best method to address the current situation.

This, informal session, will be moderated by one of the attending physicians who will assist the participant in gaining valuable information via sharing of the case, ideas, etc. In order to participate in the session, it will be necessary to bring along a "flash drive" with information about the particular case. Radiographs, in addition to photographs, are encouraged, so that the attendees can have a better understanding of the child being presented. Upon arrival at the meeting, the participant should inform the Staff at the Registration Desk, of their interest in presenting.

As always, consent of the child/family is mandatory.

NOTE:

- Submission of any kind commits the author to be prepared to present at the ACPOC Annual Meeting. (The second author should also be prepared to attend if any emergency causes the primary author's absence.)
- Withdrawal of a presentation (of any kind) after the program has been publicized, may result in the author's work NOT being considered for presentation at the next ACPOC Annual Meeting.

Other Important Information

The ACPOC 2018 Program Committee reserves the right to change the category of your submission and will make the final determination of the most appropriate format for each abstract submission, keeping your preference in mind. The individual listed as the Submitter will receive Notification of Acceptance.

You do not need to be a member of ACPOC to submit an abstract; however, membership will entitle you to a lower registration fee for the meeting. **All presenters are required to register for the meeting.** Acceptance of a presentation does **NOT** mean your registration fees are waived.

Medical students, O&P students, OT, and PT students are welcome to submit abstracts and present. There will be special discounted registration fees for full-time students with proof of student status. Basic registration fees will be waived for the winners of the New Investigator Research Award.