

## Poster and Oral Abstract Submission Guidelines

The National Collaborative for Education to Address the Social Determinants of Health (NCEAS) invites proposals for poster and oral presentations from academic and professional communities for the NCEAS Annual Conference in Chicago, IL, April 28, 2020.

We welcome submissions in the following three categories: education, research, and clinical/policy innovations. Abstracts should highlight topics relevant to social determinants of health (SDOH) or health disparities and may include preliminary results, completed studies, position papers, or descriptions of completed or ongoing innovations. The aim of the poster session is to facilitate dissemination of research and innovations to the broader community of educators and healthcare professionals addressing social determinants of health. Topics of interest include (but are not limited to) training curricula, innovative strategies to address SDOH, and case studies.

The NCEAS conference committee will select the top six abstracts (2 from each category) to be presented at the oral abstract session. Poster presentations will be selected from the remainder of the submitted abstracts. To submit an abstract for consideration please review the requirements at <https://sdoheducation.org/2020-nceas-conference/nceas-conference-poster-submissions/> and submit your abstract by December 6, 2019 at 11:59PM (CST). Following our selection process, invitation letters will be sent out electronically by January 31, 2020. Selected presenters are expected to be available during their allotted presentation time to discuss their research with the conference attendees. NCEAS will provide presenters with display equipment.

### About NCEAS

The NCEAS was established at Northwestern University Feinberg School of Medicine in 2016, tasked with the goal of improving teaching and learning about SDOH in healthcare settings. Since inception, NCEAS has researched the current landscape of SDOH training in medical education and effective strategies for preparing future health professionals to address SDOH. We are a collaborative of medical practitioners, educators and community organizations who are passionate about improving patient health. Together we disseminate resources, best practices, and innovative research. For more information about NCEAS and the conference program, please visit our website at <https://sdoheducation.org/>

### Three Presenter Awards will be awarded!

The top 3 presentations will receive a \$150 award.

### Important Dates:

- Poster Abstract Submission Deadline: December 6, 2019 at 11:59pm (CST)
- Acceptance and Official Invitation Letter: January 31, 2020
- Oral Abstract Presentations: Accepted oral presentations will need to submit their final presentations via email to [contact@sdoheducation.org](mailto:contact@sdoheducation.org) by April 20, 2020 in the MS PowerPoint format.
- Poster hand delivered: Posters must be hand delivered at registration on April 28, 2020. If you would like to mail your poster ahead of the conference, please email [contact@sdoheducation.org](mailto:contact@sdoheducation.org) to coordinate.
- Oral Abstract Presentations: April 28, 2020
- Poster Display Session: April 28, 2020

## **Presentation Details and Requirements**

### **Benefits:**

- An opportunity to discuss your research or innovation with leaders in social determinants of health and health disparities
- An opportunity to receive one of three awards for best presentation

### **Participation:**

- Submit your abstract by December 6, 2019 at 11:59pm (CST)
- Selection and formal invitation letters will be sent out by January 31, 2020
- If your poster is accepted, registration is required

### **Abstract Submission Requirements:**

- Submit your abstract online here: <https://sdoheducation.org/2020-nceas-conference/nceas-conference-poster-submissions/>
- Create your abstract in Microsoft Word
- The body of the abstract may not exceed 3000 characters in length
- Submit your abstract as a Word document with the file extension “.doc” (Word compatible)

### **Oral Presentation Requirements:**

- NCEAS can only support MS PowerPoint. Please ensure your presentation is created in PowerPoint.
- The optimal amount of slides is 10, 1 minute per slide. You may choose to use more than 10 slides, but please be sure to complete your presentation within the allocated 10 minutes. The content of the slides should give an overview of the research with conclusions and future research direction.

### **Poster Requirements:**

- Easels fit 3’x5’ posters
- The poster(s) will be displayed on easels and can be either horizontal or vertical
- The top of each poster should include: Research Title, Author(s), and Institution
- Foam boards and adhesive materials will be provided by the conference committee
- Submit poster during check in at the registration desk

### **Poster Session Presentation:**

- Posters must be hand delivered at registration on April 28, 2020. If you would like to mail your poster ahead of the conference, please email [contact@sdoheducation.org](mailto:contact@sdoheducation.org) to coordinate.
- Poster participants will be assigned an easel number and presentation time prior to the event. The conference committee will set up posters.
- Posters will be displayed between 4:30PM - 6:00PM.
- Poster presenters are expected to be available to discuss their posters with the conference attendees during the session for a minimum of 30 minutes. To be eligible for the monetary awards, presenters must be available for additional time during the award judging event.
- Collection of the poster at the conclusion of the conference is the responsibility of the presenter. Posters that are not picked up at the conclusion of the closing session will be discarded.

### **Travel, Lodging and Conference Registration:**

- The conference will take place at the Shirley Ryan Ability Lab (355 E. Erie St. Chicago, IL)

- There is hotel block at the Omni Chicago hotel. The room rate is \$169. Book hotel here:  
<https://www.omnihotels.com/hotels/chicago/meetings/nceas-annual-meeting-04272020>