2024 Abstract Competition & Poster Guidelines

The Abstract Competition and Poster Display is organized to encourage hospitals and health care providers to present their original work. All winners of the Abstract Competition will present their posters and all abstracts submitted will have their posters on display during the annual Health Care & Innovation Summit on October 30, 2024. The competition emphasizes quality improvement methodology, provides a venue to share innovative and effective educational programs, showcase unique community projects, and encourages networking among peers with similar interests.

Submission Checklist & Important Information

All Abstract Competition submissions must include:

- ☐ Abstract

- ☐ Completed conflict of interest form for the team lead(s)

- ☐ Bio for team lead(s)

- ☐ CV from team lead(s)

- A maximum of three submissions per hospital will be accepted for judging.

Abstract Instructions

The abstract is a stand-alone summary that clearly and succinctly conveys the essential information of a project or study. The abstract should use a performance improvement methodology and focus on the Summit theme "Transforming Health Care: Lead. Collaborate. Improve."

- The abstract is **not** to exceed 300 words (the 300 words does not include title or authors).
- Use single spacing throughout and indent the paragraphs.
- Use a 10-point Arial font with one-inch margins.
- Do not give references in the abstract.
- Clarity of expression will be considered.
- If using abbreviations, place them in parentheses after the full word the first time it appears.
- Abstracts should not include endorsements, sponsors, brand names or bias toward a product or service.

Judging Criteria

- Relevance to the theme *Transforming Health Care: Lead. Collaborate*. Improve. with a focus on patient safety or quality.
- Innovation and replicability
    a. Use of innovative techniques
    b. Ability to be adopted by others.
- Performance improvement
    a. Identification and improvement of processes or outcomes
    b. Use of performance improvement methodologies [e.g., PDCA, lean, six sigma]
- Demonstrated impact
    a. Measurable improvement to patient safety or quality
    b. Addresses positive outcome or lessons learned.
- Abstract instructions
    a. Conveys the essential information
    b. Follows logical format

Note: Names of hospital and presenters will be removed from submissions prior to judging.

Other Considerations:

- All scores are final and confidential. DCHA does not provide individual feedback from reviewers or release the identity of the review group.
- All abstracts submitted will print their posters for display at the Summit.
- All abstracts submitted will be asked to record a brief virtual presentation on the initiative's details. This recording will be shared on the DCHA website for review and an opportunity for continuing education credits.
- Award winners will present during a session at the Summit. One award winner per poster will be provided with a complimentary registration.
- Awards Structure:
    o 1 Gold - $2,500
    o 1 Silver - $1,500
    o 1 Bronze - $1,000

Key dates:

- Submission deadline for Abstract: **July 8**
- DCHA notifies submitters of acceptance: **July 12**
- Judging period: **July 15 – July 19**
- Winners will be notified by: **August 2**
- Presentation Recordings (Webinar): **August 19 – 23**
- Posters to be printed: **September 27**
- Health Care & Innovation Summit: **October 30**

Poster Instructions

All abstracts submitted will be asked to print their posters for display at the Summit.

A poster is a visual guide that summarizes information or research concisely and attractively to help publicize it and generate discussion. The poster is typically a mixture of a brief text with tables, graphs, pictures, and other presentation formats.

- The poster must be submitted as a PDF.
- Size should be scaled to 36" W x 24"H for printing.
- ***Once printed, posters should be able to be displayed on an easel (Mounted Poster)***
  - ***Click here for example of a mounted poster***
- The word count should not exceed 800 words.
- The poster should include references (approx. 3-6 references)
- For examples of posters previously submitted as part of this Competition, you can Download the DCHA Quality Showcase **HERE**.

Visuals & Text

- Present numerical data in the form of graphs, rather than words or tables (graphs make trends in the data much more evident). If data must be presented in table form, keep it simple.
- Visuals should be simple and bold.
- Avoid acronyms and extensive mathematical notations as much as possible.
- Avoid submitting compactly packed, high word-count posters.
- Use bright colors to enhance the detail.
- Besides your project, the text could also include future research plans or questions.