



7th International Lymphoedema Framework Conference - ILF Conference 2017

Guidelines for abstract submission

The following guidance is intended to help those submitting abstracts to present them in a clear and concise framework to facilitate assessment by the Conference Scientific Committee. It is recognised that some papers may not fit the structure exactly, so some flexibility is appropriate. While recognising there is limited space, it would be useful to include one or two key references in the abstract. Where appropriate, results (even preliminary) should be included.

Clinical research studies (indicating if quantitative or qualitative)

These should include:

- Introduction / background
- Aims of study
- Methods (including statistics, whether ethics committee approval has been given)
- Results
- Conclusions, i.e. what does the study add to existing knowledge

Studies should preferably be completed before presentation at the conference.

Clinical audits

These should include:

- Introduction
- Aim of audit
- Standards being audited
- Methods
- Results
- Conclusions, i.e. in relation to any changes in practice or revision of standards

There should also be confirmation that approval was granted by an appropriate committee.

Case reports

These should include:

- Describe original / rare cases
- Reason for report
- Cases(s) description (confirm consent)
- Discussion e.g. compare with previous reports; implications for practice.

Service development / enhancement initiatives

These should include:

- Aims



- Description
- Evaluation, indicating any patient involvement

Educational initiatives

These should include:

- Introduction
- Aims
- Rationale
- Description
- Evaluation

Patient/carer engagement or self-management initiatives

These should include:

- Aims
- Description
- Outcome
- Evaluation of impact

National Framework initiatives

These should include:

- Aims / rationale
- Description of initiative
- Outcome / impact
- Evaluation

Technology initiatives

These should include:

- Aims / rationale
- Description of initiative
- Outcome / impact
- Evaluation

New developments/trends impacting on lymphoedema

These should include:

- Introduction
- Description
- Implications
- Conclusions / recommendations



Abstract conditions

Abstracts submitted will be designated for either poster or oral presentations by the reviewing committee.

General conditions

- Abstracts are required for all oral presentations and posters
- Abstracts must be submitted before 31 January 2017 (23:59 GMT)
- Abstracts must be submitted in English
- Accepted abstracts will be published in the programme/abstract book
- Withdrawal of abstracts can only be accepted if notified in writing and subsequently confirmed by the ILF conference secretariat. It is only possible to withdraw an abstract until 14 days after notification of acceptance

Presenting author and registration

- The presenting author must register as an active participant at the conference at the latest 14 days after acceptance of an abstract
- ILF reserves the right to exclude any abstract that is not followed by a participant registration at the latest 14 days after notification of acceptance

Contents of your abstract

- The abstract word limit is max. 250 words
- Names (initials and family name) and affiliation addresses of all authors

Reviewing

- The scientific committee will review the abstract
- Notification of acceptance or rejection of the abstract will be sent to all authors by 28 February 2017 at the latest
- It is the responsibility of all investigators that all studies are performed with respect to national legislation, international legislation and ethical guidelines both with regards to humans and animals. The scientific committee reserves the right to reject any submitted abstract that is believed to violate these principles
- Please verify that your email address (submitter and presenting author) is correct as it will be used for contacting you after the review process

For all enquiries regarding abstracts and speakers, please contact the ILF conference secretariat at info@cap-partner.eu

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