Guidelines for the Structure of Abstracts
for the Annual BACCN Conference

Please read these guidelines carefully before submitting your abstract

Every abstract category has a specific structure that must be adhered to, with dedicated submission boxes for each subheading (background, aim etc). We suggest that submitters write their full abstract in advance, under the correct headings, and ensuring that the word count of 300 words is correct. The sections can then each be copied and pasted into the online form via the website.

The below information provides information on each category's structure and gives an idea of what we're looking for under each subheading.

Primary Research

- **Background** - What gap in the evidence does the research address?

- **Aim** - Should be short and clearly stated

- **Method** - Outline research design and methods including sample, setting, data collection tools, processes and timeline, data analysis, ethical approval.

- **Results** - Summarise your key findings. Please do not include any tables or figures in the abstract.

- **Implications for practice** - What have you done with the findings? How have they changed yours or other's practice? What are your recommendations for future research or practice?

- **References** - Please provide at least 1 and a maximum of 3 references in the Harvard Style of referencing

Quality Improvement (eg: Audit/Service Evaluation/Practice Development Projects)

- **Purpose** - What was the intent/goal of the project? What did you want to learn?

- **Significance** - What does the literature say? What was the problem and why was it important? What knowledge are you building on?

- **Method** - Outline the design and methods used including sample, setting, data collection, instruments and processes, data analysis, approvals.

- **Result** - What were the findings? Please do not include any tables or figures in the abstract

- **Conclusion** - What do the findings mean? How have they changed your practice? What are your recommendations for future research or practice?

- **References** - Please provide at least 1 and a maximum of 3 references in the Harvard Style of referencing.

Education

- **Introduction** - Briefly state the focus of the education

- **Learning Objectives** - Max 3 learning objectives. Should be mapped against CC3C Step Competencies and clearly state what the individual will learn. Objectives should begin with verbs such as recognise, assess, diagnose, treat, distinguish, manage etc.

- **Teaching methods** - How will the session be delivered?

- **Lesson Plan** - Please clearly outline the teaching and learning activities

- **Target level of practice** - Beginner/Intermediate/Advanced Level of Care/All

- **Brief Biography** - (main presenter only - this is not included in the total wordcount for the abstract, Max. 200 words)

- **References** - Please provide at least 1 and a maximum of 3 references in the Harvard Style of referencing

Literature Review

- **Aims** - Should be short and concise

- **Background** – Why did you do this literature review?

- **Method** - Outline the design and methods used including research question, search strategy and search results, methodological appraisal and data synthesis

- **Findings** - Outline the key findings / themes arising from your review?

- **Implications for Practice** - How will the findings change yours or others practice? What are your recommendations for future research or practice?

- **References** - Please provide at least 1 and a maximum of 3 references in the Harvard Style of referencing

Clinical Vignette/Case Report

- **Introduction** - Context of the case and explains its relevance and importance

- **Case Description** - Describe in sequence the history, physical examination, investigations, progress and the outcome of the clinical case

- **Discussion** - Provide a critical review of the decisions made and extract lessons learnt from the case. Include reference to reports from literature, or their absence that either support or contradict

- **Implications for Practice** - What are your recommendations for future research and/or practice?

- **Learning Objectives** - Max 3 learning objectives. Each should clearly state what the individual will learn. Objectives should begin with verbs such as recognise, assess, diagnose, treat, distinguish, manage etc.

- **References** - Please provide at least 1 and a maximum of 3 references in the Harvard Style

Critical Care Course

- **Introduction** - Should be short and clearly stated

- **Background** – Outline any literature search methods and which key papers where identified

- **Main Findings / Results / Discussion** – Provide a critical review of key findings

- **Conclusion/Implications for practice** - How will the findings change your or others practice? What are your recommendations for future research or practice?

- **References** - Please provide at least 1 and a maximum of 3 references in the Harvard Style of referencing

Environmental Sustainability within Critical Care
- **Introduction** – Context of the case and explains its relevance and importance to sustainability in critical care

- **Method** - Outline the design and methods used including sample, setting, data collection, instruments and processes, data analysis, approvals.

- **Main Findings / Results / Discussion** – Outline the key findings / themes

- **Conclusion/Implications for practice -** How will the findings change your or others practice? Potential impact on the environment now and in the future   What are your recommendations for future research or practice?

- **References** - Please provide at least 1 and a maximum of 3 references in the Harvard Style of referencing

Enquiries

If you have any queries about submitting an abstract please contact the BACCN Conference Office, **Tel 0191 241 4523** or email **info@baccnconference.org.uk.** All abstracts will be acknowledged within 3 days of receipt. If you do not receive an acknowledgement after 3 days, please contact the office on the above number.

Please check the conference website for updated deadlines.