Guidelines for the Submission of Abstracts for the All Ireland Critical Care Nursing Conference 2020
In association with BACCN Northern Ireland region and the Irish Association of Critical Care Nurses

Please read these instructions carefully before submitting your abstract

Submission Form

The abstract submission process is entirely online. You can submit an abstract by visiting the BACCN website Northern Ireland Committee pages– www.baccn.org and clicking through to the abstracts page. The online form must be completed fully for each abstract submitted; no abstract can be considered without a dedicated submission form. Submission forms must contain the exact title; include all authors involved with the work, full details for correspondence and the completed declaration section. Please obtain the permission of all authors before submitting the abstract.

Abstract Text

Your abstract text must be submitted through the online submission form in English. Abstracts will not be accepted via email. Abstracts should be structured according to the following guidelines:

- Abstracts can be submitted either for Research/ Literature review or Educational/ Quality Improvement project categories.

- The abstract text must not exceed the set word limit of 300 words, excluding the title & references. Abstracts exceeding this limit will not be reviewed.
- The purpose of the abstract is to provide a summary of the key points of your work.

- Abstracts should include at least one and up to three academic references using the **Harvard** system that supports your paper.

- The layout of your abstract should conform to the submission category of research/literature review or education/ quality improvement using the appropriate subheadings:

Research / Literature Review

- o Title: Brief title incorporating the PICO elements of the research question

- o Aim: overall purpose or goal of the research / literature review

- o Background: Why the research is needed, international context

- o Methods: Research design and methods (sample/data collection/data analysis) or approach used to format and structure literature review (reporting standards utilised)

- o Findings: Main findings presented either quantitatively or qualitative for reseach study or literature review.

- o Conclusion: Overall impact and relevance to critical care nursing practice, patients or caregivers.

- o Educational /Practice Development or Quality Improvement Projects

- o Title: Brief title incorporating the PICO elements of the research question

- o The problem: Why is there a need for change or improvement, national / international relevance

- o Aim: overall purpose or goal of innovation

- o Approach: Detail the approach used to introduce change (eg Lewin's theory of change) or quality Improvement (eg PDSA cycle), targeted participants, steering group establishment, process incorporated to effect change

- o Results: state the results of the change / or pilot intervention, these are the qualitative or quantative findings gathered as part of the change or improvement process

- o Conclusion: Overall impact and relevance to critical care nursing practice, patients or caregivers.

All abstracts must be submitted by the deadline

Abstract Review

All abstracts will be reviewed blind, i.e. without authors' names and details. Therefore, no details of the authors should be included in the body of the abstract.
Presenting authors will be notified of the scientific committee's decision with an acceptance email.

Oral Paper Presentations

Oral paper presentations are given 20 minutes inclusive of 3-5 minutes for questions that you may be asked.

Poster Presentations

Posters must be displayed during the whole of the Conference period. Selected poster presenters will be expected to present at their poster during coffee and lunch to answer any questions from delegates. It is essential that poster authors include their email address on their poster for identification purposes.. Details on how to present your poster will be emailed to you upon acceptance of your abstract.

Conference Registration

All presenting authors must register as paying delegates.

Enquiries

If you have any queries about submitting an abstract please contact the BACCN support team, **Tel 0844 800 8843** or email **support@baccn.org.** 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 BACCN website Northern Ireland Committee pages for updated deadlines.