



SWHPN 2018 | BOSTON | MARCH 11-13

FORGING NEW MODELS

of Hospice & Palliative Care Through Practice, Research, and Education

SWHPN 2018 Call for Abstracts: Guidelines for Submitting an Abstract

The Social Work Hospice and Palliative Care Network invites you to submit an abstract for the 2018 General Assembly. This Assembly will be our 6th annual event and, each year, we welcome social work clinicians, researchers, educators, policymakers, administrators, and others to three days of interactive, engaged learning and networking opportunities.

We welcome submissions from both new and experienced palliative care professionals on psychosocial issues, research, policy, and education in palliative, hospice end-of-life care and bereavement. We encourage submissions that highlight diverse populations, cultures, workplaces, and experiences in palliative and hospice care. In keeping with this year's theme, we are interested in hearing about innovative practices and emerging research that are helping our field *forge ahead* in leading the interdisciplinary team.

With a focus on advancing inclusive Social Work practice that improves integrated care, access, coordination, and improved psychosocial outcomes, we encourage abstracts to target, but not be limited to, one or more of the following aims:

- Critically examine and integrate diverse cultural and structural perspectives in palliative and end-of-life care, that provide opportunities to promote inclusive practice
- Identify effective and innovative strategies, interventions, programs or models of practice for promoting and sustaining psychosocial care
- Explore opportunities to promote interprofessional collaboration, effective communication and teamwork within palliative care and hospice teams, and between social work and other palliative care disciplines
- Analyze the impact of different models of social work functioning and support within palliative and hospice care
- Identify metrics for evaluating the impact of psychosocial care
- Advance psychosocial and spiritual knowledge and skills for social workers and interdisciplinary palliative care professionals
- Identify best practices in psychosocial and spiritual care
- Present new research or case narratives related to the impact of chronic and progressive illness, medical treatment, and palliative care on individuals, families, and communities
- Identify risk factors for psychosocial and/or spiritual distress among patients and families in palliative or hospice care
- Explore emerging policies, legislation, and legal and ethical issues that impact social work and other psychosocial disciplines in hospice and palliative care
- Identify topics that integrate research findings and practice interventions across palliative care settings and within populations

We are accepting proposals for the following formats:

- **Symposia Presentations:** A 60-minute presentation inclusive of time for discussion and/or Q &A, which is organized by a primary author, with 2-3 supporting authors or presenters, around a central overall theme. In the abstract submission, it must be clearly identified which topic will be addressed by each speaker. Contact information and credentials for each speaker must also be included in the submission.
- **30-minute Oral Presentation:** A 30-minute presentation on a specific topic, inclusive of time for audience discussion. This is a more concise presentation than the symposia, intended to highlight a single subject or paper. 30-minute oral presentations will be paired so that two presentations on a similar topic, theme or category (as determined by the Abstract Review Committee) will occur in each hour-long time slot.
- **60-minute Oral Presentation:** A limited number of 60-minute oral presentation slots will be accepted, based on the overall strength and quality of the abstract submission.
- **Poster Presentation:** Visual presentation of research to peers in an informal exhibit display area. The posters are juried at the assembly by the awards committee for recognition at the 2018 SWHPN Awards on March 12.
- **Pre-Conference Workshops:** A three-hour, highly interactive and thorough presentation on a specific topic (previous year's topics included Aging Matters, Foundations for New Palliative Social Workers, and Pediatric Palliative Care). This type of presentation is intended to be a "deep-dive" session led by leaders in the field, offering a hands-on approach to learning in a quick-paced, intimate environment. Workshops can include up to three co-presenters.

How to submit an abstract:

SWHPN uses an online submission system. All abstracts should be submitted through the online abstract registration form, available at swhpn.org.

Incomplete, unclear or late submissions will not be accepted.

You may submit up to 3 abstracts as primary author for consideration. All abstracts must be received between June 15, 2017 and 11:59pm EST on September 1, 2017.

COMPLETING THE REGISTRATION FORM:

Registration Information

Enter your name, address, email, phone number, and organizational information. (Note: You do *not* need to be a SWHPN member or logged in to your account in order to submit an abstract, but you will be required to join SWHPN if you present at the Assembly.)

Presentation Type

Select your presentation type for each submission.

- **30-minute Oral Presentation**
- **60-minute Oral Presentation**
- **Poster Presentation**
- **Symposia Presentation**
- **Pre-Conference Workshop**

Presentation Title

The title of your abstract (25 words or less).

Brief Description

Include a short, 2-3 sentence overview of the primary content of your presentation. This overview should be a short description of your presentation for use in the program, in order to aid participants in deciding which presentation they wish to attend. 50 words or less)

Abstract

Provide an overview of the information you will cover. This description of your abstract will be used by the review committee to assess your abstract proposal.

(500 words or less for oral or poster presentations; 1000 words or less for symposium presentations)

For oral or poster presentations on research, practice and policy, please provide these headings:

1. Introduction, Aims, or Overview
2. Methods, Interventions, or Strategies
3. Results, Findings, or Outcomes
4. Discussion, Implications, or Recommendations

For oral or poster presentations on case narratives, please provide these headings:

1. Introduction / Aims
2. Case Narrative
3. Discussion / Implications

For symposium and pre-conference presentations, please provide these headings:

1. Introduction / Overview: general theme and content of the symposium, including methods/interventions/strategies and discussion/implications
2. Speaker 1: Description of specific content to be covered by first presenter
3. Speaker 2: Description of specific content to be covered by second presenter
4. Additional Speakers: Description of specific content to be covered by third, fourth presenters, as necessary

Note: Symposium and pre-conference abstracts should follow a similar format that provides the overall presentation objective, as well as the content of individual presenters, concisely yet in sufficient detail for abstract reviewers to understand the contribution of each participant to the topic.

Learning Objectives

Provide three learning objectives. Learning objectives should be measurable outcomes that specify what participants will gain from the presentation.

Presentation Level:

Select the audience for which your presentation is most appropriate:

- **Foundational:** Concepts presented are considered basic or core skills and knowledge to those working in palliative care.
- **Advanced:** Presentations that require a high level of previous knowledge or professional work experience in the topic area to be discussed.
- **All levels:** Presentation content is appropriate to all levels of practice and experience.

Presentation Topic:

From the topics below, select up to three categories that best fit the subject matter of your presentation:

- Caregiving
- Care across the continuum
- Clinical Practice
- Communication & Decision-Making
- Disease-Specific treatment & interventions
- Diversity & Inclusion
- Education and professional development
- Ethics / Policy & Advocacy
- Grief & bereavement
- Innovation & Research
- Interdisciplinary Collaboration
- Self-Care
- Special populations and cultures
- Spirituality
- Other topics (please specify)

Presenters

Provide information about the primary presenter: name, title, credentials, and then a short 2-3 sentence bio. Symposia presenters, please list the primary author first, and then co-authors. Include the primary author's credentials and a brief bio (limited to 100 words).

Primary presenters must be identified for each abstract. The primary organizer is responsible for complete submission of the symposium overview and all related individual abstracts and contact information. The primary author will be the contact person for all communication with the program committee regarding abstract submissions and presentations. Contact information should include a valid email address and phone number where the presenter can be reached during the selection process.

Additional co-authors who are not presenters can also be listed with credentials, but the primary author is responsible for conveying this information. Symposium presentations may include a moderator or discussant, but this is not required.

Additional Notes

Presenters will be notified by mid-October as to the status of their presentation at the General Assembly. **All presenters/authors who accept the invitation to present must register for the General Assembly.**

Presenters selected for pre-conference sessions must be available on March 11, 2018. Presenters of oral, poster, and symposium sessions must be available to present during the conference dates, March 12-13, 2018.

Please note that all attendees, regardless of presenter types (oral, poster, symposium, and pre-conference presenters), must cover their own registration fee. Final acceptance as a presenter is conditional upon registration.

All submissions must be in the English language.

All authors must identify and resolve any conflicts of interest prior to the presentation of all papers and posters. Any speaker who has a commercial interest and is presenting material related to it is considered to have a conflict of interest.

Barring certain emergencies, SWHPN reserves the right to deny future submissions from presenters who are not able to attend the General Assembly after having accepted an invitation to present.

Deadline to submit is 11:59pm EST on September 1, 2017.

ADDITIONAL RESOURCES:

For resources on how to prepare an abstract, we recommend the following links:

- [Writing Abstracts and Developing Posters for National Meetings](#). Gordon J. Wood and R. Sean Morrison. Journal of Palliative Medicine. March 2011, 14(3): 353-359. doi:10.1089/jpm.2010.0171.
- [The Online Communication Resource for Grantees of the John A. Hartford Foundation](#)

QUESTIONS: Please email Stephanie Lieberman, Membership and Marketing Manager with any questions at membership@swhpn.org