ABSTRACT SUBMISSION
Guidelines and Requirements

Deadlines
September 2023: Abstract site opens
December 17, 2023: Abstract submissions due, 11:59 p.m. PST
February 2024: Abstract submitters receive submission status notification

Submission Information
There is one submission form for the Annual Meeting. Please review the submission and presentation eligibility and select the applicable meeting(s) in Step 7.

The IARS Annual Meeting focuses on state-of-the-art, basic and clinical research data in all areas of clinical and basic science anesthesiology and accepts scientific abstract submissions and case reports. IARS submissions are eligible for the Kosaka Best Abstract Award, publication in the *Anesthesia & Analgesia* Journal Supplement, or as posters to be viewed in person during the meeting.

Please note that only scientific abstracts are published in the *Anesthesia & Analgesia* Journal; Medically Challenging Cases are published separately online only.

Awards
All information pertaining to abstract awards can be found online: https://meetings.iars.org/awards/
Please review all the guidelines and requirements to be considered for an award.

Submission Form
*Indicates a required field

*Title / References
Title: Must clearly reflect the abstract content and include any animals used.

References: List references in the order in which they appear in the abstract. Cite only the name of the publication, volume, page number, and year.

*Authors
There are 3 types of authors that may be added for each abstract:

- **Submitter Only** – If listed as Submitter Only, this role will NOT be published with the abstract. *If you're the submitter but also a presenting author or co-author of the abstract, please edit your listed role by clicking on the "Role" column next to your name and selecting the appropriate role.*
- **Presenting Author** – The person who will attend the meeting and present the poster or abstract. This person will be listed first on the published abstract.
- **Author** – Add all co-authors in the order you want them published on the abstract.

Please Note:
- The submitter will receive all communication regarding the abstract.
- The Author listing will appear all meeting materials and publications exactly as submitted below; changes cannot be made once the deadline has passed.

- Should you change the presenting author for the meeting, we are unable to change the author listing and it will be published as it was submitted.

CME Information

Author CME disclosures are not required for abstract submission. **If the abstract is accepted for an oral presentation, the presenter, submitter and all co-authors listed on submission are required to complete the online CME Disclosure in order to present.** The submitter is responsible for providing the contact information. The acceptance notification will include additional CME information.

*Introduction

Describe the purpose of the study.

*Methods

Provide clear statements in the following areas: Research design and setting; number of patients enrolled in the study and how they were selected; a description of the intervention (if appropriate); and a listing of the outcome variables and how they were measured. Describe the statistical methods used for analysis.

Medically Challenging Cases: Please provide a review of the Case Report

*Results

Describe the subjects that were included and excluded from the study. List the frequencies of the most important outcome variables. If possible, present comparisons of the outcome variables between various subgroups within the study (e.g., treated vs. untreated, male vs. female).

Medically Challenging Cases: Please enter: Not Applicable – Medically Challenging Case Report

*Conclusions

Summarize the conclusions supported by the data presented in the abstract and further implications of the study.

*Category

- **Abstract Category (select 1)**
  - Medically Challenging Case
  - Scientific Abstract

- **Stage of research (select 1)**
  - Clinical Study
  - Preclinical Study

- **Area of focus for research (select 1)**
  - Basic Science Research
  - Clinical Research

*Subspecialty Category

Airway Management	Critical Care
Ambulatory Anesthesia	Economics, Education and Policy
Anesthetic Pharmacology	Geriatric Anesthesia
Cardiovascular Anesthesiology	Global Health

Liver
Neuroscience in Anesthesiology and
Perioperative Medicine
Obesity
Obstetric Anesthesiology
Pain Mechanisms
Pain Medicine
Patient Blood Management
Patient Safety
Pediatric Anesthesiology
Perioperative Anesthesia
Regional Anesthesia
Respiration
Sleep Medicine
Technology, Computing and Simulation,
Equipment Monitoring
Trauma

*Additional Information

- **Consider for an Award (select one)**
    - o Yes
    - o No

- **Presenting Author Level of Training (select one)**
    - o In-Training
    - o 1-6 Years after Training
    - o 7-10 Years after Training
    - o 11 or More Year after Training

- **Please indicate presenting author's current role (select one):**
    - o Assistant Professor
    - o Associate Professor
    - o Attending
    - o Early-Career
    - o Faculty
    - o Junior Faculty
    - o Fellow
    - o Graduate Student
    - o Mid-Career
    - o Medical Student
    - o Physician Assistant
    - o Post-Doc
    - o Principal Investigator
    - o Research Associate
    - o Resident
    - o Other (please specify)

- **Presenting Author Meeting Membership**
    - o IARS Member
    - o N/A

- **Images/Charts:**
  Charts may be created or uploaded in this step of the submission process. **There is a limit of five (5) total images or charts per abstract.** The Images / Charts are not included in the total character count. You may only upload files 200 MB or less and in one of the following file formats: jpg, gif, pdf, doc, or docx. **Each upload should contain only ONE image/chart per file**. **Do not upload documents of more than 1 page.**

Submission Rules

- **Revisions are not allowed after the deadline**. The abstract will be listed in all program materials as submitted.
- There are no restrictions on the number of submissions per submitter or presentations per presenter.

- The abstract text must be in English. The Introduction, Methods, Results and Conclusions sections cannot exceed 4500 characters (including spaces) combined. Each section cannot exceed 2500 characters (including spaces).
- Brand Names are prohibited. Please use the generic name.
- Abstract reviews are blinded. Do not include the institution in the abstract body or title.
- Research presented at the 2023 Annual Meetings or published in the *A&A* Abstract Supplement should not be published in an indexed journal prior to the Annual Meeting, held March 2022.

Human Subjects

- Human subjects should not be identifiable. Do not disclose patients' names, initials, hospital numbers, dates of birth, or other protected health care information. Please review the **WMA Declaration of Helsinki - Ethical Principles for Medical Research Involving Human Subjects:** https://www.wma.net/policies-post/wma-declaration-of-helsinki-ethical-principles-for-medical-research-involving-human-subjects/
- Retain copies of the IRB approval and documentation of written informed consent from each study subject. Please review the **US Department of Health & Human Services Guidelines:** https://www.hhs.gov/hipaa/for-professionals/privacy/special-topics/de-identification/index.html#standard

Animal Subjects

- Research performed in vertebrate animals must explicitly state that the study was approved by the authors' IRB for animal research (e.g., the Institutional Animal Care and Use Committee).
- Please review the **US Public Health Service Policy on Humane Care and Use of Laboratory Animals:** https://olaw.nih.gov/policies-laws/phs-policy.htm

Presenter Reimbursement Policy

Poster and oral presenters at the IARS Annual Meeting are responsible for all expenses including registration.

Medically Challenging Cases

Medically Challenging Cases offer the opportunity to submit interesting and challenging cases that the submitter/attendee has managed in their own practice. These submissions are based on clinical cases, rather than research. These cases should be submitted using the same abstract submission online system. Please see the guidelines listed above under "Methods" and "Results" for how to enter information on a medically challenging case. All other sections of submission are the same.

Submission Best Practices

- **Originality and Scientific Merit:** Were novel concepts or approaches used? Does the abstract challenge existing paradigms or develop new methodologies or technologies? Does the abstract address an important problem? Was scientific knowledge advanced?

- **Quality and Integrity of Research Design and Data Analysis:** Is the study design clearly described? Are issues of reliability and validity of the measures addressed? Are the statistical analyses appropriate?

- **Conclusions:** Are conclusions clearly stated? How well are the conclusions justified by the data?

- **Technical Writing:** Is the abstract clearly written and well-organized, or is the abstract difficult to follow and unfocused? Is there virtually no spelling, punctuation, or grammatically errors, or do the errors pose a distraction to the content provided in the abstract submission?