

Call for Abstracts

16th International Congress of the World Confederation for Physical Therapy

The world of physical therapy will meet in Amsterdam from 20-23 June 2011. The International Scientific Committee (ISC) now wishes to invite proposals for abstract submissions for:

- platform presentations
- poster presentations
- poster discussion sessions

Important dates:

- **1st January 2010** Instructions and on-line submission of abstracts will be available on the WCPT website www.wcpt.org/congress
- **1st January to 30th June 2010** A mentoring programme will run alongside the call for abstracts. Further details of this are available on the WCPT website.
- **15th September 2010** The closing date for the submission of abstracts.
- **31st January 2011** All applicants will be notified of the outcome.

Submission format

All submissions should be made electronically via the WCPT website www.wcpt.org/congress

Categories of Presentation

Abstracts are invited in the following categories:

1. Research reports

Research reports are presentations of original scientific data collected by the authors. Submissions with pending results will **not** be accepted. Any established research approach, design or method will be welcomed.

2. Special interest reports, including professional resource materials

Special interest reports include presentations of new or unique services, programmes or theories and descriptions of innovative ways in which established methods have been adapted to meet the needs of physical therapy practice, management, education or policy. Reports concerned with the organisation, regulation or management of physical therapy services, education, research development and service delivery will be considered in this category. Those wishing to

present details of professional resource materials, such as computer-based programs, materials or audiovisual material should submit an abstract under the special interest reports category

Presentation Format

Research and special interest reports may be made in one of the following formats:

- **Platform presentations**

A platform presentation is a 12 minute oral presentation of a paper to a seated audience followed by 3 minutes of question time, moderated by a chair.

- **Poster presentations**

Posters are reports summarising information using brief written statements and graphic materials, such as graphs, charts, figures and photographs mounted on a poster board, the dimensions of which must not exceed the allocated space per poster (this will be notified at the time of acceptance). Presenters will be assigned a specific time when they will be at their poster for discussion with delegates. Posters will be on display during Exhibition hours.

- **Poster discussion sessions**

A limited number of structured poster discussion sessions will be held during congress. Each session is led by a chair with expertise in the topic or research methodology. Presenting authors have 5 minutes to discuss the key points arising from their work, using no more than 3 PowerPoint slides, highlighting the areas in which they would particularly welcome discussion with the chair and audience. After all presenters have given their brief presentations there will be an opportunity for delegates to move around the room and discuss the posters with the presenters. The chair will then reconvene the session inviting presenters to answer questions from the floor. This type of session is very valuable for drawing out the relationships between research endeavours, discussing interesting findings or methodological challenges and for establishing research networks. The poster will only be available for viewing as part of the discussion session.

Platform and poster presentations are considered by the International Scientific Committee to be of equal standing and judged by the same standards. There is more space in the programme for posters than platform presentations.

Selection Criteria

The following selection criteria will be used to review both research and special interest report abstracts.

- abstract written clearly and concisely
- title clearly describes the abstract
- a clear purpose is stated
- relevance to the conference theme
- relevance to one or more of the programme tracks
- context within current evidence base presented
- method/approach applied appropriate to aims
- evaluation/analysis and results appropriately applied and interpreted
- strengths and weaknesses of work highlighted
- relevance and implications to physical therapy clearly expressed
- suggestions for further work made

- of interest to an internationally diverse audience

All submitted abstracts will go through a blind peer-review process carried out by international reviewers. Abstracts will be reviewed using specific criteria developed for each of the research and special interest report categories. Selection will be based on the abstract's conformance to the stated criteria and standard of acceptance.

Congress Theme and Programme Tracks

The overall congress theme for 2011 is *Moving Physical Therapy Forward*. The programme will be structured around five core programme tracks. These will be used to draw together different sessions that complement each other.

The call for abstracts is open to any topics that fit at least one of the programme tracks.

Track 1: Global health: the world's most pressing health issues, international health priorities and policies and the implications and opportunities for physical therapists.

Track 2: Professional issues: their effect on health policy, service provision, quality and standards, service users and the context and scope of practice.

Track 3: Professional practice: the latest advances for practising clinicians in their daily practice, encompassing health promotion, prevention, treatment and rehabilitation throughout the lifespan and across different service settings.

Track 4: Education: the education of physical therapists to be fit for practice throughout their career in a changing environment and in different contexts.

Track 5: Research methodology: producing evidence through research is essential for developing evidence based practice, as is looking at innovative ways to generate, disseminate and implement the evidence. This track focuses on methodological issues.

Full descriptions of the programme tracks and topics assigned to each track can be found on the website <http://www.wcpt.org/node/30582>.

Submission Guidelines

Each submission must be made electronically via the WCPT website. The submitting author must be the presenting author. Correspondence will be with the presenting author. The presenting author does not have to be the first named author listed on the abstract.

The on-line submission form will provide restricted space for data entry to limit the word count. To assist you in preparing your submission an indication of the maximum word count for each section is provided.

Submissions should include the following:

- a) title of abstract [maximum 20 words]
- b) names and titles of presenter and co-authors
- c) contact details of authors to include:
 - i. full name, organisation/institution, city and country for all authors, as you would wish it to appear in the completed programme
 - ii. e-mail, work telephone, fax number, mailing address for presenting author
- d) fit with congress programme track(s) and topic areas [Completed via drop-down lists]
- e) the completed abstract [maximum 500 words]. Abstracts will be included in the congress proceedings and must be structured using the following headings:

Category			
Research Reports		Special Interest Reports	
Heading	Notes	Heading	Notes
Title		Title	
Author(s)		Author(s)	
Purpose	What was the major reason for doing the study? Any secondary objectives?	Purpose	What was the major reason for developing the new or adapted programme / method / theory / resource? Any secondary objectives?
Relevance	How does this study relate to the physical therapy practice / management / education / policy and the evidence base?	Relevance	How does this study relate to the physical therapy practice / management / education / policy and the evidence base?
Participants	Describe the number and relevant characteristics of the participants and how they were selected.	Description	What methods, materials and principles did the project involve, and how have these been developed and used?
Methods	What methodological approach was used for the study and the methods used for data collection?	Evaluation	How has the programme been evaluated? What have been the responses to the programme method and theory when it has been put to use?
Analysis	Describe the type of qualitative / quantitative data analysis used to assist you in interpreting your data.	Conclusions	What can be concluded from the development and evaluation? What are the suggestions for future work?
Results	Briefly summarise the main findings derived from your analysis.	Implications	For physical therapy practice / management / education / policy.
Conclusions	What can be concluded from the analysis of your data? What are the suggestions for future work?	Keywords	Use up to 3 words to describe your work which are supplementary to the programme track and topic.
Implications	For physical therapy practice / management / education / policy.	Funding acknowledgements	Please acknowledge all funding sources that supported your work. If the work was unfunded please state this
Keywords	Use up to 3 words to describe your work which are supplementary to the programme track and topic.		
Funding acknowledgements	Please acknowledge all funding sources that supported your work. If the work was unfunded please state this		

No images, tables or graphs are permitted.

- f) **Ethics approval:** In accordance with the advances in research governance, evidence that ethics approval was given is required. Please name the ethics committee that approved your work, where appropriate. If ethics approval was not required, or if you do not have an ethics system in your country, please state this. [20 words]
- g) Brief biography of presenting author (for Platform Presentations and Poster Discussion sessions only) [200 words]

- h) **Professional resource material**, including computer based programs, materials and audio visual resource presentations, should be submitted in the special interest report category. There will be no display area provided for professional resource material. It is expected that any resources or materials will have been designed/developed by the author(s) and **MUST NOT** currently be for sale commercially by the author(s) or another vendor.
- i. **Computer based programs:** Demonstrations of computer software including multimedia designed and used by the presenter(s) for any of the following purposes are welcomed:
- research data analysis
 - records
 - management (eg billing, scheduling and generating reports)
 - controlling therapeutic equipment (eg virtual reality)
 - instructing patients, students or staff for educational testing
- Programs must be original designs, not simply modifications of programs developed by others. The presenter must have been a significant contributor in the development of the program. For platform presentations presenters will be expected to bring a laptop computer with the software loaded and this will be connected to a projector for display on a large screen. Screen shots should be used in poster displays
- ii. **Materials:** Presenters wishing to discuss equipment, devices and graphic or printed matter should integrate images/photographs/diagrams of these into a PowerPoint presentation for platform presentation or a poster display. The following types of materials may be presented:
- small pieces of equipment, such as therapeutic equipment, supportive and adapted devices and clinical measurement instruments
 - models, graphic material and booklets, used for students or patients
 - special forms, for recording patient information or management data
- iii. **Audio visual resource presentations:** Audio visual programmes must have been designed and produced by the presenter. A variety of possible formats include video tapes, motion pictures, synchronised slides, sound programmes and sets of slides or transparencies with accompanying instructions for their use. It is expected that the presenters should be able to integrate these into a PowerPoint presentation or use Windows media files for a platform presentation or use screen shots in a poster display. The author(s) of the abstract must have been a significant contributor to the development of the presentation material. Both **instructional material**, for teaching patients, carers, students or clinical staff, and **public relations material**, for promoting public awareness and understanding of physical therapy are welcomed.
- i) Information concerning any presentations or publications of the work made prior to congress [maximum 50 words]

Mentorship Process

WCPT has a mentoring programme in place from **1 January to 30 June 2010** for those with limited or no experience of submitting an abstract for a scientific congress. The goal of WCPT's mentorship programme is to help the author present their material clearly and concisely prior to submitting the abstract to the formal abstract review process. As abstracts must be submitted in English the programme may be most helpful for those whose first language is not English or who are not used to the structure of the abstract format. Participants should prepare their abstract according to the submission guidelines and forward it to the Programme Coordinator (abstractmentoring@wcpt.org). Feedback will be provided, with advice on ways that the clarity of expression could be enhanced, in

time to make changes and submit before the 15 September 2010 deadline. It is the author's responsibility to submit the abstract following these guidelines.

It is important to note that the mentoring and formal abstract submission and review processes are entirely separate, and requesting mentoring assistance and gaining feedback from that process **does not** guarantee that an abstract will be accepted for presentation at the WCPT Congress.

General Information

When completing the on-line submission process you will be asked to confirm that you have read and understood the general information and the requirements you are expected to fulfil.

1. The congress language is English and all abstracts and presentations must be made in English. There will be no translation provided.
2. A written abstract must be submitted for each proposed presentation.
3. The abstract submission fee of €20 per abstract must be paid. This is non-refundable.
4. It is the author's responsibility to submit a correct abstract. Any errors in spelling, grammar or scientific fact will be reproduced as typed by the author.
5. All submissions should reflect at least one of the five programme tracks. The abstract track and selected topic is the heading under which your abstract will be reviewed and later published in the congress programme and proceedings, if accepted. Please choose the track and topic(s) which **best** describes the subject of your abstract.
6. Each prospective presenter may **submit** and **present** a maximum of **two** abstracts. They may be named on other abstracts as a co-author but only as presenting author on two. This excludes any submissions made and accepted as part of the call for focused symposia and satellite programme education sessions.
7. Only **one** presenting author per paper is permitted. Only an author may present the abstract. If no author is available the abstract will be withdrawn. Any changes to the presenting author will need to be notified directly to WCPT. Changes will be incorporated into the final programme if there is sufficient time, but thereafter no further changes will be reflected in the programme.
8. Notification of outcome will be sent to the corresponding author. Please note that only the corresponding author will receive mail concerning the abstract and is responsible for informing all co-authors of the status of the abstract.
9. All presentations must describe original work to which all the authors listed have made a significant contribution. Any reference to personal experience should be clearly labelled as such.
10. All proposals and presentations must adhere to the use of "people-first" language. A person must not be referred to by disability or condition, and terms that could be considered biasing or discriminatory in any way should be removed (eg use "person with a stroke" instead of "stroke patients"). See www.disabilityisnatural.com/peoplefirstlanguage.htm for more information and examples.
11. Any source of funding or support for the work being presented should be acknowledged.
12. All presentations including research on humans should ensure that reference is made to the methods/approaches for ensuring that the research was carried out ethically (ie ethics committee approval, subject consent). Where no ethics committee exists the International Scientific Committee expects the research to have been conducted in accordance with international principles:
 - a. all research and studies that involve human subjects reported in submitted abstracts must comply with the guiding principles for experimental procedures found in the [Declaration of Helsinki of the World Medical Association \(www.wma.net/e/policy/b3.htm\)](http://www.wma.net/e/policy/b3.htm) and the [Council for International Organizations of Medical Sciences' \(CIOMS\) International Ethical Guidelines for Biomedical Research Involving Human Subjects \(www.cioms.ch/frame_guidelines_nov_2002.htm\)](http://www.cioms.ch/frame_guidelines_nov_2002.htm) published in collaboration with the World Health Organization.
 - b. research involving animal subjects must comply with the guiding principles set out in the [International Guiding Principles for Biomedical Research Involving Animals \(www.cioms.ch/1985_texts_of_guidelines.htm\)](http://www.cioms.ch/1985_texts_of_guidelines.htm) published by CIOMS.
13. Each abstract submission must indicate if the material has been or will be published or presented at another national or international meeting prior to the 2011 WCPT congress.

14. Abstracts for previously published or presented work will be considered only if they are unlikely to have reached an international physical therapy audience and if the authors take responsibility for providing any copyright clearance needed for inclusion in the congress proceedings or other congress publications.
15. Speakers are responsible for providing all copyright permissions for material included in their abstracts and presentations.
16. The author presenting the paper must register to attend the congress and be available to participate in the programme at the time scheduled.
17. Any changes to the presenting author will need to be notified directly to WCPT. Changes will be incorporated into the final programme if there is sufficient time, but thereafter no further changes will be reflected in the programme.
18. The scheduling of all presentations will be determined by the International Scientific Committee to ensure best fit with the overall congress programme. Any requests for specific dates and times will not be considered. Similar abstracts in related topic areas will be grouped together for platform presentation/poster display/poster discussion sessions.
19. PowerPoint presentation will be available in all congress rooms and will be the primary resource available for platform presentations.
20. Abstracts concerning professional resources will need to integrate material into a PowerPoint presentation for a platform presentation, poster, or poster discussion session, as appropriate. Presenters will need to bring a laptop if appropriate for demonstrating a computer-based program during a platform presentation only.
21. Some sessions may be audiotaped. The use of alternative media outputs is being investigated and may include podcasts and virtual on-line access. WCPT will be exploring publication options to facilitate access to sessions and congress outputs for those unable to attend the congress in person. As plans are agreed the implications for abstract presenters will be communicated.
22. Contributors should not use these sessions for marketing opportunities for new products, equipment or organisations, and not use the presentation time to refute or denigrate competitors' products.
23. Accepted abstracts will be published in the congress proceedings. The author(s) for each abstract included in the programme transfers copyright to the World Confederation for Physical Therapy to publish electronically and in other formats their abstract which will be presented at World Physical Therapy 2011. The World Confederation for Physical Therapy does not assume any liability or responsibility for publication of any submitted abstracts. Authors are able to freely pursue publishing additional outputs, such as articles in peer reviewed or professional journals, or via other media outputs and WCPT gives permission for the abstract to be included in such publications.
24. **Presenting authors** only will receive a certificate of presentation.
25. All presentations during the congress must include the same content and follow the same outline as that described in the submitted and accepted abstract. Exceptions will only be allowed with written permission of the Chair of the International Scientific Committee.
26. In keeping with WCPT policy, honorarium, fee or payment of expenses will not be provided for presentations.
27. All decisions of the International Scientific Committee are **final**.