

CALL FOR QUALITY IMPROVEMENT ABSTRACTS TERMS OF REFERENCE

The Canadian Society of Internal Medicine (CSIM) invites its Resident and Student Associates to submit abstracts to the **Postgraduate Research and Quality Improvement (QI) Virtual Oral and E-Poster Session**.

This competition is open to residents enrolled in a postgraduate residency training program in Internal Medicine (IM) or General Internal Medicine (GIM) within Canada at the time of submission (PGY1 to PGY5 at the time of submission).

The applicant must also be a CSIM Resident Associate.

The competition is also open to students currently enrolled in a faculty of medicine within Canada. The applicant must also be a CSIM Student Associate.

If you are not currently a CSIM Associate, you must complete [an application to join the CSIM](#) BY June 8, 2021 (delays in submitting your membership application will cause your submission to be rejected by the abstract system.)

INSTRUCTIONS

1. Abstracts must present a clear, concise summary of the work. Abstract topics must be IM- or GIM-related and use QI methodology. Do not include introductions, historical data, literature reviews, bibliographies or mention corporate support. Organize the body of the abstract to include:
 - Background: What is the QI problem of interest? (preferably one sentence)
 - Aim: What is the aim of the QI project?
 - Improvement / Innovation: What changes were implemented, or are you planning to implement, as part of the QI project?
 - Measures: What measures were taken, or are you planning to take, to determine if your QI project will lead to an improvement?
 - Project Impact: How do you expect your QI project to lead to an improvement?
 - For completed projects at the time of abstract submission: What were the results and lessons learned?*(Case reports are not accepted; refer to the [Ted Giles Clinical Vignettes](#) session.)*
2. Incomplete projects, whereby the results are not expected to be available by Fall 2021, may still be submitted. However, they will not be eligible for judging (only eligible for e-poster display).
3. A project may only be submitted once by any one of the project authors. Co-applicants are not accepted. All correspondence regarding the submission will be sent only to the submitter. Only one individual may present the virtual presentation and the Q&A. Abstracts will NOT be accepted via email attachment.
4. Images/graphs may not be included in the abstract submission. These may be included in the virtual presentation or e-poster; however, these must be fully anonymized. In the title/body of the abstract submission, do not refer to any city, province, hospital, co-authors, references, etc.
5. Abstracts must not include any identifying patient information. Copies of original investigations presented in slides/posters (pathology slides, radiographs, echos etc.) must also be anonymized. Prior to submitting your abstract, please review the [CSIM Guidelines for Anonymizing Abstracts](#).
6. The name/city/university of only the submitter will be included in the e-poster listing or virtual session program. Co-authors may be included on the e-poster or during the virtual presentation.

7. Individuals may submit up to two abstracts across both CSIM abstract competitions (Research/QI and Ted Giles Clinical); if selected, up to two abstracts may be displayed as posters, however, only one oral abstract across both competitions would be eligible.
8. The way the abstract is submitted is how it will be reviewed. Grammar, spelling, etc. will not be checked nor edited prior to review, however, identifying information (such as city, province, hospital, etc.) will be removed to blind your abstract. Once an abstract is submitted, revisions to the text cannot be made.
9. All co-authors of abstracts selected for virtual presentation or e-poster display will be required to complete the [Conflict Disclosure form](#).
10. For abstracts accepted for e-poster display or virtual presentation, a list outlining all the conflicts, or lack thereof, of co-authors must be included on the e-poster or as a presentation slide.
11. The review panel will determine whether a selected abstract is displayed as a non-judged e-poster, or presented as a judged oral presentation. Applicants will be notified by late summer.
12. All presenters must register for the virtual session. The virtual oral sessions are tentatively scheduled for fall 2021.
13. Abstracts submitted to or presented at other national and international meetings may be submitted. However, abstracts are not eligible for submission if the work has been published as a full paper in a peer-reviewed journal prior to the submission deadline.

[Click here to submit your abstract](#)

DEADLINE FOR SUBMISSIONS: JUNE 16, 2021 by 11:59PM Pacific Time

The abstract submission system will close at the deadline.

NOTES

- Confirmation of submission receipts are system generated. If you do not receive your confirmation immediately, please check your junk folder. Contact the CSIM Office if you do not receive your confirmation. It is the applicant's responsibility to ensure the abstract was properly submitted by the deadline.
- Late or missing submissions will not be accepted; the CSIM does not assume responsibility for lost or unreceived abstracts due to any reason including technical issues.
- Failure to comply with the application process and the terms of reference and/or submitting incomplete applications may result in rejected applications.

Terms of reference subject to change without notice at any time.

At February 18, 2021