

Activity Based Funding Conference 2021

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5 – 7 May 2021 | Delivered digitally

Abstract submissions

The Scientific Committee for IHPA's Activity Based Funding Conference 2021 invites authors to submit an abstract on any of the following topics for consideration as an oral presentation at the conference.

Abstract submissions will close at 5pm AEDT on Friday 12 February 2021.

Topics

- Activity based funding
- Activity based management
- Clinical engagement in activity based funding
- Classifications
- Coding and documentation
- Costing
- Data, analytics and benchmarking
- Private sector
- Pricing and funding
- Safety and quality
- Impact of COVID-19 on healthcare delivery
- Value-based care

Requirements

Before submitting your abstract, ensure:

- Your abstract is original work. An abstract should not be submitted if the work has been or is to be published in a peer-reviewed journal or presented at another major conference.
- Your abstract should focus on a selected topic from the list above.
- An abstract must contain sufficient information so that if published, it will be a complete report independent of presentation.
- By submitting, you acknowledge consent to publish the abstract in the conference proceedings and on the Activity Based Funding Conference website.
- The presenting author must register for the conference to ensure their abstract(s) is included in the final program.
- There is no limit to the number of abstracts an individual may submit. However, splitting of a body of work into multiple abstracts is discouraged and consolidation into one abstract is preferred.
- Your abstract must be submitted electronically via the online submission portal.

Abstract format and layout guidelines

When preparing your abstract please follow the guidelines below:

- Maximum of 500 words: The word limit relates only to the text of the abstract and **does not** include title, authors, institutions and references.

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- Abstract text should include:
 - Purpose of the paper
 - Methods
 - Case presentation
 - Summary of results
 - Conclusion.
- **Do not** include the abstract title or author details in the abstract Word document. You will be prompted to include these details in the submission portal.
- Provide the abstract title (up to 180 characters and in sentence case only) in the field provided on the online submission portal.
- Use the [supplied abstract template](#). If you do not use the template, your abstract may be declined.
- Maximum of three references (Harvard [author-date] system).
- Use **Arial**, size **12** and be justified with single line spacing.
- You may use formatting (italics, bold, superscripting, subscripting, underlining) and symbol characters (i.e. \pm , μ , β).
- Abstracts must be free of typographical and grammatical errors.
- Abbreviations should be given in brackets after the first full use of the word. Abbreviations may be used in the title, provided the name in full is outlined in the body of the abstract.

Submitting your abstract

Note that you will need to set up a new account in the [online presentation portal](#), even if you have set up an account for previous events.

- Click on the green 'Create new account' on the bottom right-hand side. Please remember your account password in case you need to access it again to make any changes to your submission.
- During this stage, you will be required to upload a recent headshot and a short biography (maximum 250 words). Please note this photo and bio will be used on the conference website, within the virtual event portal as well as provided to the session chairperson.
- Once logged in, you will need to click on the 'Edit contact details' button in the 'Create account' tab to finalise the setup of your account.
- Click 'Abstract submission' to access the submission page, please follow the instructions within the portal to complete your abstract submission.

Please note

- Upload your abstract in .doc and .docx format, following the format used in the abstract submission template.
- You are submitting the body text of your abstract only. **Do not** include the abstract title or author details in the abstract Word document.
- List all authors in the correct order in the 'Author(s)' section, ensuring you indicate the presenting author for the abstract.

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Notification of acceptance

The Scientific Committee will review all submissions and will notify the outcome of their submission by **24 March 2021**.

Successful applicants will then need to register for the Activity Based Funding Conference 2021 by **10 April 2021** for their abstracts to be included in the conference program.

Concurrent sessions

Concurrent presentations are usually grouped under a particular topic allowing delegates to select the most relevant presentations for them.

The concurrent sessions have been adapted to suit a virtual platform.

E-posters/slide symposium session

Presenters will be given five to seven minutes to present their idea using a slide deck (maximum of 3) under a particular topic; 15-20 minutes of group discussion including audience Q&A. See more information in the 'Presentations' section below for content and format requirements.

Three or four presenters all address the same topic in a symposium discussion style.

There could be multiple themes and concurrent presentations across virtual rooms.

Presentations

The Activity Based Funding Conference 2021 will display successful abstracts submissions and presentations. Conference attendees will be able to watch these presentations during the conference and afterwards on-demand, and all submissions will be eligible for the Presentation Awards.

Successful applicants will be contacted to receive training and guidance in the virtual conference platform, including recording of their presentations and their allocated timeslot for live Q&A, and will be requested to create virtual poster presentations on their submission, following the below guidelines.

Content requirements

The submission may be of a voice narrated slide presentation or any other video style that conveys the information about the purpose, methods, results and conclusions of the abstract submission. Creativity is encouraged.

As presentations are brief, it requires the presenter to stick to only the pertinent points and facts of their topics.

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A maximum of three slides are recommended for your presentation as well as a:

- **Title slide:** including the name of the study and the full name and affiliation(s) of the presenter
- **Contact information slide:** a final slide with contact information of author(s)

Video duration limit

- Abstract-based presentations should not exceed seven minutes in duration.

Video format requirements

- File types: .mp4
- Resolution: 1280x720 and cannot exceed 2 mbps per second

Live Q&A

Once your presentation is included in the conference program, you will need to be available for Q&A during the time slot. This will be discussed with successful authors before the final program is published.

Questions can be sent via the chat function of the event management virtual platform.

Copyright

Authors who submit to the Activity Based Funding Conference agree to the following terms:

- Authors retain copyright over their work, while allowing the Activity Based Funding Conference to place this unpublished work under a Creative Commons Attribution Licence, which allows others to freely access, use, and share the work, with an acknowledgement of the work's authorship and its initial presentation at this conference.
- Presenting author will have obtained permission from all authors prior to submitting.
- Presentations should not include copyrighted materials without permission, particularly caution when including images or video clips unrelated to the research.

The conference organisers will not be held responsible for abstract submissions not received via the website or for submission errors caused by internet service outages, hardware or software delays, power outages or unforeseen events.

Awards

Two awards will be given, including:

- **Best presentation:** Delegates will vote for the recipient of this award via the event management platform or app.
- **Best paper:** The Scientific Committee will select the recipient of this award from the abstract submissions.