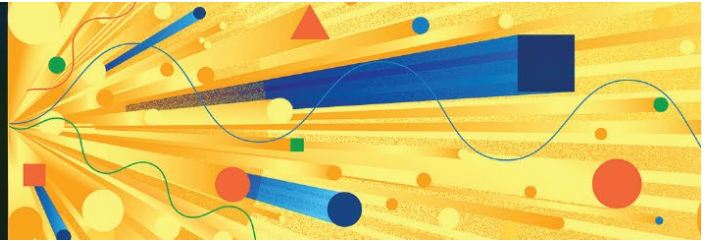


ASCPT 2021
ANNUAL MEETING

ASCPT
American Society for
Clinical Pharmacology
& Therapeutics

REIMAGINING THE THERAPEUTIC LANDSCAPE



Late-Breaking and Encore Abstract Submission Guidelines

NEW THIS YEAR: Due to the significant disruptions to business and research imposed by the COVID-19 pandemic, ASCPT is accepting scientific abstracts that were unable to be submitted by the September 10th deadline. Criteria for submission is the same as for the regular abstract submission window. Please see clarification in the Call for Abstracts & Abstract Guidelines. Accepted Late Breaking abstracts will also be published in the March supplement to Clinical Pharmacology & Therapeutics! Please see clarification on abstract criteria below. Failure to comply with these guidelines will prevent an abstract from being considered for presentation during the ASCPT 2021 Annual Meeting.

To submit, visit <https://www.ascpt.org/Meetings/Annual-Meeting/Call-for-Submissions> for a direct link to the abstract submission site. Submitters may return to the abstract submission site up to the deadline to edit an abstract.

DEADLINE: Thursday, November 12, 2020, 4:00 PM ET

COST: Member Submission: \$65; Non-Member Submission: \$115

Credit Card payment is required for an abstract submission to be considered complete. ASCPT accepts MasterCard, Visa, and American Express. **Abstract submission fees are non-refundable. ASCPT will not refund the difference for Members who pay the Non-Member abstract fee.**

If your employer requires that you be invoiced, please select the “pay by check” option. Payment must be received in order for your abstract to be reviewed.

SUBMISSION FORMAT

All tasks must be completed in order for the abstract submission to be reviewed.

1. Abstract

All Late-Breaking abstracts must:

- Address a clinical, translational, or methodology-based question
- Apply to clinical pharmacology or translational science
- Describe original, previously unpublished work
- Identify the primary ASCPT Community related to the content of the abstract (<https://www.ascpt.org/Member-Services/Networks-and-Communities>)

Obtain management approval prior to submitting the abstract, if management approval is required from your institution. If the abstract is withdrawn after acceptance for reasons such as lack of management approval, you will be barred from submitting an abstract to ASCPT for a period of one (1) year.

All Encore abstracts must:

- Present significant, ground-breaking, and innovative findings that were published (in paper or online) as an original research article in a peer-reviewed journal on or after January 1, 2020, and address a question of relevance to clinical pharmacology and therapeutics.
 - The January 1, 2020, cut-off for earliest publication date refers to the first date of publication (e.g., online electronic publication of the accepted article). The citation to this publication needs to be included in the submission.

- Encore submissions based on findings previously presented solely in abstract form (e.g., as published in conference proceedings) that are not yet published as an original research article in a peer-reviewed journal do not qualify for submission.

Abstract Content

- Abstract Title: Title case; 75 words maximum.
- Body: 1,550 characters count, not including spaces. Do not include title, author or institution information.
 - **BACKGROUND:** State the research objective and the importance of the study being conducted.
 - **METHODS:** Include information on the following aspects of design study:
 - Research Study
 - *Design* - Describe the basic study design, e.g., randomized controlled trial, cross-over study, etc. The source of all nonstandard reagents needs to be explicitly stated.
 - *Participants* - Indicate number of study subjects and how they were selected; indicate whether subjects are healthy volunteers.
 - *Intervention* - Report the method of administration and the duration of the intervention. Drug identifier must be included.
 - *Data collection and analysis* - Summarize the method
 - Methodology Study
 - Indicate how data sources were selected, collected, and analyzed
 - Literature Survey
 - Indicate how data sources (literature, drug labels) were selected. Indicate what data were extracted from each source.
 - Case Study
 - Indicate how the case was identified and what data were collected.
 - **RESULTS:** Present the main outcomes of the study. In addition to mean or median values, provide a measure of variability (such as a confidence interval). Indicate significance of results, using p-values when appropriate.
 - **CONCLUSION:** State that the conclusion is directly supported by the evidence and implications of the findings.

2. Keywords

Select up to three keywords. One keyword is required for each submission. The list of keywords can be found within the online submission site.

3. Authors

Authorship requires that an individual has contributed in one of the following ways:

- Wrote the paper
- Designed/performed the research
- Analyzed data
- Contributed new reagents or analytical tools

Author names cannot be added or removed from the abstract once it has been submitted, reviewed, and/ or selected for presentation or published.

At the time of submission, the submitting author must know the following information for all authors:

- Author name & email
- Author institution
 - Do not include specific departments, just institution names
 - Can list up to three institutions per author

- Author's Conflicts of Interest

4. Conflict of Interest

Provide a conflict of interest disclosure on behalf of each author. Examples of conflicts include commercial sponsorship of research, acceptance of honoraria or consulting fees, and significant stock holdings in a company connected to the research.

5. Table or Graphic

NOTE: There is a 400-character penalty for each table or graphic. Graphics are limited to one single panel OR tables are limited to 25 cells. Excessive content within a figure or table will be removed and/or cause the submission overall to be disqualified. Color is strongly encouraged.

Minimum Resolutions

Halftone images 300 dpi (dots per inch) Color
images 300 dpi saved as CMYK Images containing
text 400 dpi
Line art 1000 dpi

Text Size

8 point (Should be readable after reduction –
avoid large type or thick lines)
Line Width between 0.5 and 1 point

Sizes

Figure Width – Single Image
86 mm (Should be able to fit into a single column)

File Types

Graphic: .jpeg, .png, .gif, .eps, .pdf
Table: doc, .docx

6. Additional Abstract Information

Answer the following questions:

- List any citations.
- Indicate if you would like to be contacted if the research could be fit within the scope of the ASCPT Journal Family.
- Grant ASCPT permission to distribute, duplicate and/or record, in any and all media formats, my abstract/presentation at the ASCPT Annual Meeting.
- Indicate if the presenting author is a Student/Trainee.

7. Payment

Member Submission = One or more authors include on the abstract is a member with ASCPT

Non-Member Submission = NO authors included on the abstract is a member with ASCPT

8. Affirmations

Provide your signature and acknowledgement that you have read and understand the listed statements and agree to abide by all terms outlined in the statements.

FAILURE CRITERIA

If the reviewers identify any of these concerns in an abstract, it will not be accepted:

For Late Breaking:

- Drug identifier is not provided. Abstracts based on surveys of multiple drugs by the US Food and Drug Administration do not need to include drug identifiers.
 - Abstracts need to refer to drugs and therapeutic agents by their accepted generic or chemical name, and do not abbreviate them (a proprietary name may be given only with the first use of the generic name). Code names should be used only when a generic name is not yet available (the chemical name and a figure giving the chemical structure of the drug is required). Copyright or trade names of drugs should be capitalized and placed in parentheses after the name of the drug. Names and locations (city

and state in United States; city and country outside United States) of manufacturers of drugs, supplies, or equipment cited in a manuscript are required to comply with trademark law and should be provided in parentheses. The official HUGO gene should be indicated in parentheses with the first reference in the paper.

- Abstract is promotional in nature and not scientific.
- Abstract does not contain data to support the conclusion of the study. This failure criterion applies to most types of abstracts. However, it is not possible to present actual data in an abstract for some study types (for example, some literature reviews, genomic studies, or bioinformatics). In such cases, lack of data does not lead to rejection.
- Abstract is a work in progress and there is no data available at the time of submission.
- Abstract - in its entirety - is a previously submitted abstract to other meetings that was presented. Previously submitted abstracts with new data are acceptable to expand on the knowledge gained.
 - This applies to accepted ASCPT 2020 Annual Meeting abstract that were submitted to other associations following the cancellation of the 2020 Annual Meeting

For Encore abstracts:

- Encore submissions based on findings previously presented solely in abstract form (e.g., as published in conference proceedings) that are not yet published as an original research article in a peer-reviewed journal do not qualify for submission.

ADDITIONAL ABSTRACT INFORMATION

Review and Notification

All abstracts will be peer reviewed and scored by members of the Scientific Program Committee. Reviewers will use these Guidelines, including the failure criteria, to score the abstracts. **All decisions are final and there is no appeal mechanism.** Notifications will be sent by email in December 2020 to ONLY the presenting author.

Publication

Accepted abstracts will be published in the Abstract Supplement to Clinical Pharmacology & Therapeutics. ASCPT will not accept edits to abstract after the deadline.

Withdrawal

Only the presenting author may withdraw an abstract. Requests for withdrawals must be in writing to meetings@ascpt.org and must copy all authors.

Copyright

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 - to license others to do any or all of the above; and
- Ownership of copyright remains with the Author(s).

Abstract Presentation

All abstract presenters are required to register for the Annual Meeting in the appropriate registration category (member, non-member, trainee/ student) and pay the applicable fees.

If for any reason the presenter is unable to attend the meeting, a substitution must be made with a person already listed as an author on the abstract. The Society does not provide honoraria to attend the Annual Meeting.

POSTER 2.0 INFORMATION

ASCPT would like to encourage all abstract presenters to utilize this new, Board-approved poster format. This new Poster 2.0 template uses less text for easier viewing and more efficient transfer of information.

For more information on poster 2.0 please check out this [video](#) or view this [infographic](#).

Questions? Contact meetings@ascpt.org or (703) 836-6981, extension 108 or 109.