

## **The Ultrasound Ninja**

### **Abstract Submission Guidelines**

**Deadline for submissions: Sunday 26 February 2023, 11:59pm (GMT)**

Ultrasound has materially changed the course of critical care. Have you stepped out of the shadows with your ultrasound machine to help make a game changing diagnosis, provide diagnostic support, alter management or transform care?

Share your story and Ninja precision ultrasound skills by submitting an abstract of no more than 500 words outlining your case together with a brief description (a teaser!) of what your ultrasound will show. The highest scoring abstracts submitted in response to this title will be invited to submit a 5-minute pre-recorded video for subsequent consideration by the review panel. Please note, it is the presenting author's responsibility to record and supply the 5-minute video as a landscape (16:9) MP4 video.

The authors of the top six video submissions will be invited to give a live presentation at the SOA23, taking place on the 27 - 29 June at the ICC Birmingham. The remaining submissions will be offered the opportunity to produce and present an ePoster and 6-minute discussion (4-minute presentation with 2 minutes for questions).

**Eligibility:** Everyone: All members of the multi-professional team - all professions, all grades, including students.

#### **Using the abstract submission system**

Submitting an abstract is a multi-step process. Some questions are marked "required" and you will not be able to complete your submission until these questions have been answered. You will save your work as you proceed through the pages. If you have to stop part way through the process, please complete all sections on the current page and click proceed to save your submission progress. You can return to complete your work at a later stage. After you have completed submission, you can continue to amend your work until the submission deadline.

#### **Amending a submission**

If you wish to change your submission you can do this at any time up to the deadline of **11:59pm (GMT) Sunday 26 February 2023**.

#### **Submission agreement**

- If accepted the presenting author must register and pay to attend the full three day congress by 26 May 2023. Failure to register by this date may result in your presentation being withdrawn from the congress programme
- It is the responsibility of the presenting author to arrange and pay for their own travel and accommodation as required
- All correspondence will be sent to the submitting author. It is the responsibility of this person to pass on any relevant information regarding the submitted abstract and the congress to the presenting and co-authors

- The authors agree that SOA will publish abstracts in JICS and may record the presentation for subsequent use, as it deems appropriate, unless discussed and agreed in advance. If for any reason your abstract cannot be published, please specify when completing your submission. Alternatively, please confirm in writing by emailing [ics.submissions@haymarket.com](mailto:ics.submissions@haymarket.com).

### Permissions

If your featured ultrasound video was captured for patient care, no further permissions are needed, providing that all images are anonymised. If images are captured for training or education, they must have permissions (verbal or written). All patient media should be fully anonymised including location and date of recording. When submitting your abstract you will be asked to confirm that permissions have been gained as required. You do not need to forward this to us.

If you have any queries, please contact us at [ics.submissions@haymarket.com](mailto:ics.submissions@haymarket.com)

### Key deadlines

26 February 2023	Abstract submission deadline
17 April 2023	Submitting authors notified of the outcome of the submission
28 April 2023	Successful submitters to confirm acceptance of their place
26 May 2023 (on or before)	All presenters must register for the congress

### Online

If successful and selected to give an oral presentation, your session will be recorded and available for registered delegates to watch on demand for six months after the congress.

### Published abstracts

All selected abstracts will be published in the Journal of Intensive Care Society (PubMed Indexed).

### Certificates and awards

The winner of Ultrasound Ninja will be announced during the Closing Plenary session on Thursday 29 June 2023. The winner will also receive a **Complimentary 3 Day Registration** for SoA24 or SoA25 - your choice!

All presenting authors will receive a presenter certificate for their portfolio.

### Other information

You will receive an email confirmation that your submission has been submitted. This email will indicate your unique abstract submission ID. Please refer to this abstract number in all correspondence regarding the submission. Please note the email address that you supply in the Submitter Details page will be the email address used to correspond the results of your submission. If you change email addresses during this time, please let us know so we can update the system. Please contact the [Society's Event Team](#) if you submit an abstract and do not receive confirmation that it has been received.

## Queries

If you have any queries about the submission process or you want to withdraw your submission, please contact us at [ics.submissions@haymarket.com](mailto:ics.submissions@haymarket.com) referencing your submission ID number.

## Please read the instructions below carefully before preparing your abstract:

- Aim to capture the Programme Committee's interest.
- Be clear and concise.
- Check the abstract carefully for spelling, grammar, readability and clarity.

## Q1 Submitter contact details

Please enter the contact details of the person submitting the abstract. Please note that all correspondence will be with the submitter of the abstract.

## Q2 Title

Your suggested title should be succinct yet clearly describe the abstract. Use sentence case (i.e. the first letter of the sentence is capitalised, with the rest being lowercase except for proper nouns and acronyms). Do not use any abbreviations in the title. The titles of accepted abstracts will be published in the final congress programme and on the congress app. (Maximum 160 characters)

## Q3 Submission Declaration

When you submit you will be asked to confirm your agreement to the following statement, in order for your abstract to be considered for presentation:

*'I agree to be responsible for the organisation of the presentation and will ensure that I adhere to all stipulated requirements, including ensuring any patient permissions have been gained, acknowledgement of the review outcome, registration of the presenting author and, where relevant, the submission of presentation slides. I understand that to accept the invitation to present at the event, the presenting author must register for the appropriate ticket category (at the time of the event).'*

## Q4 Authors

Please enter the main author associated with this abstract. Co-authors are not mandatory, but please ensure you add all authors at the time of submission as it will not be possible to add authors at a later stage.

## Q5 Abstract Submission Content

Your abstract should not exceed 500 words and should include a brief description (a teaser!) of what your ultrasound video will show.

## General style guidelines

- Use standard abbreviations only and place any unusual abbreviation in parentheses after the full word the first time it appears
- Use generic names of drugs
- If reference is made to proprietary products or equipment, the manufacturer's name and location should be included in parentheses
- Please check your abstract carefully as it will not be edited

- Graphs, tables and images can be inserted. All images, symbols, tables, graphs and lines should be clear and distinct. Maximum file size 10MB

**Abstracts should be structured under the following headings:**

- Introduction
- Main Body
- Conclusion
- Brief description of ultrasound video

**References**

- References are optional and should be listed in the separate box in the abstract submission and should not exceed 200 words
- Should be relevant and useful and adhere to the [Vancouver reference style](#)
- A maximum of five references will be accepted
- References should be complete and correct – including full author name, date, correct full title, place of publication and publisher name.
- References cited in the body of the abstract are included in the word count.
- For journals - volume, issue and page numbers must be included
- Only sources referred to in the text should be included in the reference list

**Review Criteria**

All abstracts will be reviewed 'blind'. No identifying features such as names of authors should be listed in the title or text of the abstract. The names of the authors and their affiliations (institutions) will be requested separately when you submit the abstract online.

Reviewers are asked to mark the abstracts out of five, on the basis of the judging criteria listed below. A score of five is the highest that can be awarded. A score of one is given when the submission cannot be judged due to the lack of information provided. It is the responsibility of the person submitting the abstract to ensure that the abstract addresses the following criteria:

- Content
- Originality
- Utility of Ultrasound
- Relevance to Critical Care
- Overall Impressions