Theme & Outcomes

The theme for this year’s conference is “Psychiatric-Mental Health Nursing: Inspiring Leadership Every Day”. The overall conference learning outcomes are:

- Explore opportunities to develop networks for intra and inter-professional support and leadership development.
- Apply innovative best practice tools and strategies in various workplace settings to improve the mental health of the population.
- Advance psychiatric-mental health nursing by leading health care changes across administration, education, practice, and research.

General Information

The 2016 APNA Scholarly Review Committee invites you to submit an abstract proposal to be considered for presentation at the 30th Annual Conference. All submissions undergo peer-review by 3 members of the Scholarly Review Committee (SRC). Please carefully read the following instructions as incomplete submissions will not be sent to reviewers for consideration.

During submission, indicate the presentation formats(s) under which your abstract will be reviewed. The options are: 2 hour pre-conference, 45 minute concurrent, 20 minute mini concurrent, and poster. Select all that apply and your abstract will be reviewed based on your presentation format selections of first choice, second choice and so on. You are still welcome to submit for only one type of presentation (i.e., poster or concurrent session) in the First Choice dropdown, and it will be reviewed for that presentation type only.

Review the format descriptions and complete the online submission process for the selected type of presentation. Presentation proposals must be submitted through the online process by the deadline in order to be considered for review.

Each Submission must include:

- An abstract (250 word limitation) – The abstract submission is divided by section into individual fields. You can include as many words as you like per section, but the total of all sections must not exceed 250 words.
- A 50-word Presentation Summary for printing
- Educational Outline Summary of presentation - Answering the questions "What will you present?" and "How will you engage the participants/learners in the presentation?"
- A maximum of three learning outcomes for all abstracts submitted (including poster presentations) – We recommend that you use Bloom’s Taxonomy action verbs for your outcomes. Here is a handout which lists the different categories and possible verbs: Bloom's Taxonomy Action Verbs
Each listed author must provide:

- Biographical information including credentials and educational background
- Recording and Abstract Publication release forms
- Disclosure Statement

If you are selected to present, you will be expected to sign a presenter agreement which states that you will comply with the listed deadlines and presenter guidelines. Failure to meet the required deadlines and presenter guidelines may result in the cancellation of your presentation and/or loss of your presenter discount. All selected presentations will be reviewed by an APNA Nurse Planner for adherence to ANCC Commission on Accreditation CE provider guidelines.

*The American Psychiatric Nurses Association is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center’s Commission on Accreditation.*

**Format Descriptions**

Not sure which presentation format will work best for your proposed session content? If you have questions, contact APNA at pblack@apna.org.

**Pre-conference Sessions**

Pre-conference sessions are designed to offer an in-depth learning experience about select topics. “How to…” submissions are also encouraged. Format includes 2-hour sessions. The number of attendees is limited and requires additional payment. Pre-conference sessions with more than one faculty must indicate a primary presenter. APNA will provide one complimentary full conference registration to that primary presenter of the pre-conference which can be shared among presenters if co-presenters exist (discount sharing is arranged by presenters). **Each presenter must register for the conference by the Early Bird Deadline of September 7, 2016.**

**Concurrent Sessions**

Concurrent sessions are designed for a presentation needing review or discussion of material. Presentations follow a 45-minute format that includes 10 minutes of audience discussion. APNA will provide a $100 discount on full conference registration for one presenting author. This is most commonly the primary presenter, whose contact information is entered first. This cannot be combined with any other discount. **Each presenter must register for the conference by the Early Bird Deadline of September 7, 2016.**

**Mini Concurrent Sessions**

“Mini” concurrent sessions are 20-minute presentations (plus time for audience discussion), grouped by topic/theme/category with another mini concurrent session, and presented within one 45-minute time period. APNA will provide a $100 discount on full conference registration for one presenting author of each presentation. This is most commonly the primary presenter, whose contact information is entered first. This cannot be combined with any other discount. **Each presenter must register for the conference by the Early Bird Deadline of September 7, 2016.**

**Collaborating presentations / presenters:** During the submission for a mini concurrent session, you will have the opportunity to enter the name of another submitting author with whom you would be interested in being grouped.

**Poster Presentations**

Poster presentations offer an opportunity for clinical and/or scientific presentations in an interactive environment. APNA will provide a $50 discount on full conference registration for one presenting author. As posters are available for viewing on multiple days, poster presenters must register for the full conference. **Each poster presenter must register for the conference by the Early Bird Deadline of September 7, 2016.**

**Online Poster Gallery:** Abstracts of poster presentations given at the conference will be published in the Online
Poster Gallery unless otherwise indicated by the presenter. Poster presenters will be asked to upload a pdf of their poster to be included in the gallery for attendee access during and after the conference. The inclusion of a poster pdf in the gallery is optional – it is not required for presentation at the conference, though highly recommended.

Poster Judging: First and second place recognition will be awarded to posters in the categories of administration, research, education, and practice. One student poster will also be recognized. Poster judges will access the poster pdfs prior to the conference for scoring purposes. Presenters will need to upload their pdfs by September 12, 2016 in order to be included in the poster judging process. The inclusion of a poster pdf in the gallery is optional – it is not required for presentation at the conference. However, your poster will not be included in the judging process if you do not meet the poster pdf upload deadline.

Invited Interactive Panels (APNA Councils and Committees)

Interactive panels are not council meetings. Instead they are a venue for councils and committees to provide continuing education content specific to their domain. These are invited sessions, and are not open for submission. However, these invited speakers are required to submit their information and materials through the online submission process as well. Space is not guaranteed without presenter information and materials submission.

Industry Sponsored Symposium

Check the APNA website for the symposium guidelines and a submission application. Deadline date for applications: May 13, 2016

Evaluation Criteria For Abstract Proposals

Abstracts in Research should address the following:

- Problem Statement
  - What was the problem that led you to conduct this study?

- Theoretical framework
  - What theories or concepts were applied to create a frame of reference?

- Methods and Design
  - What methods were used to collect and analyze the data?

- Results
  - What do the data indicate?

- Implications for psychiatric-mental health nursing practice
  - How does this research translate into practice?

- Implications for future research

Abstracts in Administration, Education, or Practice should address the following:

- Purpose
  - Clinical topics: What is your purpose in addressing the topic/current trend to this audience?
  - Practice change: What problem/issue led to this intervention/practice/project?

- Summary of evidence / Summary of evidence guiding the practice change
  - Clinical topics: What is the background and evidence related to the topic?
  - Practice change: What evidence led to the proposed change in administration, education, or practice?

- Description of practice or protocol
  - Clinical topics: What are the current practices related to the topic?
  - Practice change: Include strategies for implementation and identify stakeholders.

- Validation of Evidence / Method of Evaluation
  - Clinical topics: How is the evidence validated by the literature or current practice?
  - Practice change: How did you measure outcomes or effectiveness?

- Relevance to PMH Nursing / Results
  - Clinical topics: How does the topic and its current practices relate to PMH nursing?
• Practice change: What were the outcomes of your intervention/practice/project?
  • Future implications

A submission is more likely to be accepted if it is original, innovative, and contributes to the scholarly practice of psychiatric-mental health nursing. Quality of work, clarity and completeness of the submitted materials will be considered. The Scholarly Review Committee receives more proposals than space available. Careful attention to these criteria is likely to increase the chance for acceptance. Click here for an example of the review form.

Submission (Final Deadline: March 7, 2016)

**When submitting your abstract proposal, please be sure to:**

Choose from the following presentation options, selecting all formats for which you’d like your abstract to be reviewed: 2 hour Pre-conference, 45 minute Concurrent Session, 20-minute Mini Concurrent Session, Poster Presentation. Your abstract will be reviewed based on your presentation format selections of first choice, second choice and so on. You are still welcome to submit for only one type of presentation (ie, poster or concurrent session) in the First Choice dropdown, and it will be reviewed for that presentation type only.

To complete your abstract, be sure to press the "Finalize" button. Once your abstract proposal is successfully completed, you will receive an email confirmation of submission from Lisa Nguyen [noreply@precismail.com]. If you do not see this in your inbox, please check your junk mailbox.

Notification & Presentation Confirmation

Regardless of acceptance status, an email notification will be sent to you on Monday, April 12, 2016.

If your abstract proposal has been accepted, you must respond with presentation confirmation by Monday, April 18th. If you do not respond by this date, the acceptance of your abstract proposal may be withdrawn.

** Note: All communication will be made via email. Please make sure that APNA and Precis emails will not be sent to your junk mailbox. If you do not receive an email by the notification date indicated, contact APNA directly regarding your abstract status. You will be required to confirm acceptance by 4/18/16.

Publication

1. If your proposal is accepted and confirmed for an oral presentation (pre-conference session, concurrent session, or mini concurrent session), your presentation summary will appear in the conference materials. Only presenting authors listed in the submission site will be included. Authors not listed as "presenting author" will not be published in conference materials (this is related to CE requirements).
2. Oral presentation abstracts will be posted on the APNA website as a part of the detailed program schedule.
3. The Journal of the American Psychiatric Nurses Association (JAPNA) may publish the oral presentation abstracts in one of its bi-monthly issues. All entered authors (presenting and not presenting) will be included.
4. Additionally, final oral presentations from the conference may be published in the APNA eLearning Center.
5. Abstracts of poster presentations given at the conference will be published in the Online Poster Gallery unless otherwise indicated by the presenter. All entered authors (presenting and not presenting) will be included.

Important Dates and Deadlines

March 7, 2016

Submissions Deadline for Pre-conference Sessions, Concurrent Sessions, Mini Concurrent Sessions, Poster
Presentations and Invited Interactive Panels

April 12, 2016
Notification emails sent to all submitters.

April 18, 2016
**Presentation Confirmation Response Deadline** for all accepted abstract proposals (Pre-conference Sessions, Concurrent Sessions, Mini Concurrent Sessions, Poster Presentations). *Confirmation response will include completing the Presenter Agreement online.*

August 22, 2016
**Program Materials Deadline** for presentation slides/handouts (including the necessary disclosure and permissions information), educational design form, and post test questions & answers. *This is required in order to present* for all pre-conference sessions, concurrent sessions, mini concurrent sessions, and invited interactive panels. Program materials are submitted via the abstracts submission site. Instructions will be sent in late June.

September 7, 2016
**Early Bird Registration Deadline – Presenters Registration Deadline**
All presenters for pre-conference sessions, concurrent sessions, mini concurrent sessions, poster presentations, and interactive panels must be registered by this date.

September 12, 2016
**Poster Pdf Upload Deadline**
Poster presenters must upload a pdf of their poster to the Online Poster Gallery by this date in order to be included in the poster judging process. Instructions will be sent in mid-to-late August.

WAIT!
**Before you begin your online proposal submission, you must have the following:**

- Complete contact and disclosure information for ALL presenting authors INCLUDING primary email addresses
- A brief summary of why the primary presenter is qualified to present on the proposed subject
- An abstract (250 word limitation)
- A 50-word Presentation Summary for printing
- Educational Outline Summary of presentation
- A maximum of three learning outcomes for all abstracts submitted (including poster presentations)

If you are ready to begin your submission, click the **Create New** button below to be taken into a new submission.
Primary Presenter

Contact Information for the Primary Presenter

First Name*

Middle Name / Initial

Last Name*

Credentials
(Abbreviations Only) *

Ex: Nora Nurse, MSN, PMHCNS-BC
Ex: Nancy Nurse, RN-C

Professional Title

Company or Institution*

Department
<table>
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For CE purposes, we request that submitters include a brief statement of their qualifications for presenting the proposed topic.

Presenter's qualifications for presenting on proposed topic*

Disclosure Statement: Conflict of Interest, Commercial Support, Off-label Use

Each individual who is in a position to control the content of an education activity must disclose all relevant relationships with any entity in a position to benefit financially from the success of the CE activity. Examples of relevant relationships include (but are not limited to) those relationships in which the individual benefits by receiving a salary, royalty, intellectual property rights, consulting fee, honoraria, ownership interest (e.g., stocks, stock options, or other ownership interest, excluding, diversified mutual funds, or other financial benefit).

Relevant relationships can also include ‘contracted research’ where the institution receives a grant and manages the grant funds and the individual is the principal or a named investigator on the grant. Financial benefits are usually associated with the roles such as employment, management position, independent contractor (including contracted research), consulting, speaking, teaching, membership on advisory committees or review panels, board membership, and other activities from which remuneration is received. APNA/ANCC consider relationships of the individual involved in the continuing nursing education activity to include financial relationship of the individual’s spouse/partner. Relevant relationships must be disclosed to the learners during the time when the relationship is in effect and for 12 months afterward. APNA is responsible for all disclosed information being shared with the participants/learners on programs
handouts, advertising and/or through electronic media.

A. Is there an actual, potential, or perceived conflict of interest for yourself or your spouse/partner?

Actual, potential, or perceived conflict of interest* Response will prompt a refresh to the top of the page. Please scroll back down to this question to continue your submission.

B. Off-label use (using products for a purpose other than that for which it was approved by the Food and Drug Administration, or FDA)

Is off-label use of a drug or product addressed in this presentation?

Off-label Use*

C. Disclosure

If you choose “yes” in sections A and/or B, you agree to discuss disclosure with an APNA Nurse Planner during the presentation preparation process.

You must disclose the presence or lack of any actual, potential, or perceived conflict of interest or off-label use verbally and in your presentation materials.

Learners must be informed via wording provided on handouts and on powerpoint slide #1 or 2.

Inform Learners* I will provide disclosure information on my handouts and in my presentation slides on slide #1 or 2.

Example wording 1: This presenter has no conflicts of interest, commercial support, or off-label use to disclose. Example wording 2: This presenter has no conflicts of interest or commercial support to disclose. Discussion of off-label uses will occur in this presentation. Example wording 3: This presenter has received commercial support from ______ company in the form of honorarium. Discussion of off-label uses will not occur in this presentation.

I have read and understand the disclosure information written above and have answered the questions to the best of my knowledge.

Type name here as electronic signature*
**Additional Authors (SF)**

**Presenting Author**: This person is expected to register and attend the conference as an additional presenter. For oral presentations, this person will be listed in the conference materials (registration brochure, website, abstract, presenter listing in program) as a presenter for the session. For poster presentations, this person will be listed as a presenter for the poster in the onsite conference program book and included in the full abstract in the Online Poster Gallery.

**Author, Not Presenting**: For both oral and poster presentations, this person will be listed with the full abstract online, but will not be listed in printed conference materials.

**Type of Author**

**First Name**

**Middle Name / Initial**

**Last Name**

**Credentials (Abbreviations Only)**

Ex: Nora Nurse, MSN, PMHCNS-BC
Ex: Nancy Nurse, RN-C

**Professional Title**

For CE purposes, we request that submitters include a brief statement of their qualifications for presenting the proposed topic.

**Presenter's qualifications for presenting on proposed topic**

Disclosure Statement: Conflict of Interest, Commercial Support, Off-label Use

Each individual who is in a position to control the content of an education activity must disclose all relevant relationships with any entity in a position to benefit financially from the success of the CE activity. Examples of relevant relationships include (but are not limited to) those relationships in which the individual benefits by receiving a salary, royalty, intellectual property rights, consulting fee, honoraria, ownership interest (e.g., stocks, stock options, or other ownership interest, excluding, diversified mutual funds, or other financial benefit).
Relevant relationships can also include ‘contracted research’ where the institution receives a grant and manages the grant funds and the individual is the principal or a named investigator on the grant. Financial benefits are usually associated with the roles such as employment, management position, independent contractor (including contracted research), consulting, speaking, teaching, membership on advisory committees or review panels, board membership, and other activities from which remuneration is received. APNA/ANCC consider relationships of the individual involved in the continuing nursing education activity to include financial relationship of the individual’s spouse/partner. Relevant relationships must be disclosed to the learners during the time when the relationship is in effect and for 12 months afterward. APNA is responsible for all disclosed information being shared with the participants/learners on programs handouts, advertising and/or through electronic media.

A. Is there an actual, potential, or perceived conflict of interest for yourself or your spouse/partner?

Actual, potential, or perceived conflict of interest* 

Response will prompt a refresh to the top of the page. Please scroll back down to this question to continue your submission.

B. Off-label use (using products for a purpose other than that for which it was approved by the Food and Drug Administration, or FDA)

Is off-label use of a drug or product addressed in this presentation?

Off-label Use* 

C. Disclosure

If you choose “yes” in sections A and/or B, you agree to discuss disclosure with an APNA Nurse Planner during the presentation preparation process.

You must disclose the presence or lack of any actual, potential, or perceived conflict of interest or off-label use verbally and in your presentation materials.

Learners must be informed via wording provided on handouts and on powerpoint slide #1 or 2.

Inform Learners* ☐ I will provide disclosure information on my handouts and in my presentation slides on slide #1 or 2.

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Example wording 3: This presenter has received commercial support from ______ company in the form of honorarium. Discussion of off-label uses will not occur in this presentation.

I have read and understand the disclosure information written above and have answered the questions to the best of my knowledge.

Type name here as electronic signature*
Proposal Part 1

Title*

Characters: 0, Words: 0 of 50 (50 remaining)

Session Topic*
Please choose a topic from the list below.

Target Audience*
Choose at least 1 option.
☐ RN
☐ APRN

Please list 3 keyword/search terms for your abstract proposal. Click here for a list of example keyword/search terms.

Keyword 1*

Characters: 0 of 50 (50 remaining), Words: 0

Keyword 2*

Characters: 0 of 50 (50 remaining), Words: 0

Keyword 3*

Characters: 0 of 50 (50 remaining), Words: 0
Click [here](#) for descriptions of the different session types.

Indicate the presentation formats(s) under which your abstract will be reviewed. The options are: 2 hour pre-conference, 45 minute concurrent, 20 minute mini concurrent, and poster. Select all that apply and your abstract will be reviewed based on your presentation format selections of first choice, second choice and so on. You are still welcome to submit for only one type of presentation (ie, poster or concurrent session) in the First Choice dropdown, and it will be reviewed for that presentation type only.

Choose one or more session types/format preferences below.

- **First Choice**
- **Second Choice**
- **Third Choice**
- **Fourth Choice**

**Longer time slot justification** If you have selected "2 hour Pre-conference," please explain below:

- **Submitting Author Collaboration** If you have selected "Mini Concurrent session," is there another submitting author with whom you’d want to collaborate?

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**Recording Release**

The Education Department at APNA receives many requests for content of continuing education conferences and workshops. In response to these requests, sessions at the 30th Annual Conference will be audio and/or video recorded.
for publication in the APNA eLearning Center. Please sign the release as you prefer. Thank you for your support.

I understand that signing this release in no way prevents me from using my own material in any manner I desire. I further understand, and consent thereto, that the audio and video recordings may be made available for sale to conference registrants and individuals associated with APNA.

Please select the level of consent that you give on behalf of all of the authors of this presentation regarding the audio and video recording(s) of your session being made available after the conference.

Consent*

Photography Release

I give consent on behalf of all of the authors of this presentation to be photographed and for the photograph(s) to be used for educational materials or for newsworthy documentation.

Photography Consent*

Abstract Publication Release

Abstracts of accepted and confirmed oral presentations will be posted on the APNA website. Abstracts of poster presentations given at the APNA 30th Annual Conference will be published in the Online Poster Gallery as a part of APNA websites.

I give consent on behalf of all of the authors of this presentation for the submitted abstract to be posted on APNA websites.

Posted on APNA websites*

The *Journal of the American Psychiatric Nurses Association (JAPNA)* may also publish the abstracts of oral presentations from the APNA 30th Annual Conference in one of its bi-monthly issues.

I give consent on behalf of all of the authors of this presentation for the submitted abstract to be published in JAPNA.

Published in JAPNA*  

Proposal Part 2

This year's abstract submission is divided by section into individual fields. You can include as many words as you like per field, but the total of all sections must not exceed 250 words. Please include your abstract information in the 6 fields below. All 6 text boxes will be combined to create a complete abstract of 250 words or less.

Choose the category that best suits your abstract proposal. The category determines how your abstract will be reviewed.
Click [here](#) for the different evaluation criteria for Research abstracts vs. Administration, Education, Practice abstracts.

Abstracts will be posted online for accepted and confirmed presentations unless otherwise indicated by the presenter.

**Category**

- Research

The following 6 fields are part of a group that may have up to 250 words.

**Problem Statement**

- Problem Statement
  - *What was the problem that led you to conduct this study?*
  
  Characters: 0, Words: 0

**Theoretical framework**

- Theoretical framework
  - *What theories or concepts were applied to create a frame of reference?*
  
  Characters: 0, Words: 0

**Methods and Design**

- Methods and Design
  - *What methods were used to collect and analyze the data?*
Results

- What do the data indicate?

Implications for psychiatric-mental health nursing practice

- How does this research translate into practice?

Implications for future research
Presentation Summary:

Please be sure your Presentation Summary accurately and concisely reflects the presentation content. The Presentation Summary is exactly what will appear in the conference registration brochure and on the website. It is the only description of your session that will appear in the printed registration brochure. The summary is limited to 50 words.

Presentation Summary

Characters: 0, Words: 0 of 50 (50 remaining)

Learning Outcomes:

Please list your three learning outcomes below. We recommend that you use Bloom's Taxonomy action verbs. Here is a handout which lists the different categories and possible verbs: Bloom's Taxonomy Action Verbs. Learning outcomes expressed should be appropriate to the target audience (RN/APRN).

Complete the following sentence beginning with the verb, capitalized, and ending with a period. "Upon completion of this presentation, participants will be able to..." Example: Describe three features of APNA membership.

Outcome 1

Characters: 0, Words: 0 of 25 (25 remaining)

Outcome 2

Characters: 0, Words: 0 of 25 (25 remaining)
Outcome 3

Educational Outline Summary:

• What will you present? (ex.: case studies, theories, examples, charts/graphs, etc.)

What will you present?*

• How will you engage the participants/learners in the presentation? (ex.: Q&A, feedback, discussion, small groups, etc.)

How will you engage the learners?*