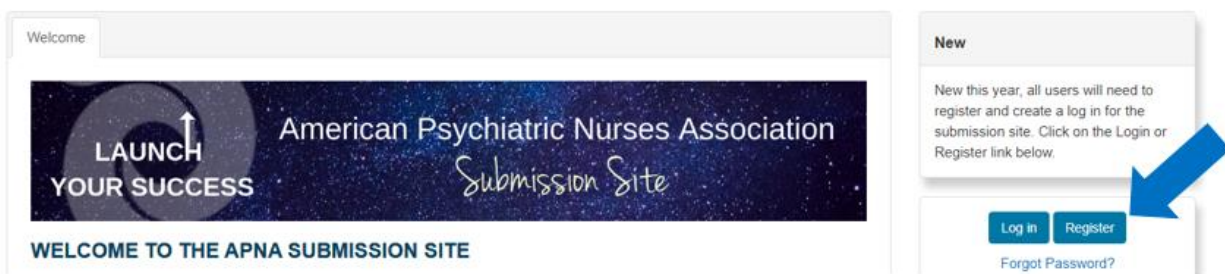


We are so glad you are interested in submitting an abstract for the APNA Annual Conference! To help you get going, here is a walkthrough to help you use this site to submit your abstract.

Start at www.apna.org/CallforAbstracts. Once you have reviewed the information there, click the Submit Abstract button. This will take you to the **APNA Submission Site**.

New this year: To log in, click the register button. This will direct you to a page to complete your login profile and contact information. After completing the page and clicking submit, you will receive an email confirmation from inform@apna.org. You will use this email to log in to your account and submit an abstract. **You will need to register even if you have submitted an abstract before.**



The **My Applications** screen is where you will begin your abstract submission. Here, you can see a list of your drafted and submitted applications and abstracts. To start your abstract for the APNA Annual Conference, click the drop down menu and select **APNA Annual Conference Call for Abstracts**. Then click the blue **Create** button.

My Programs

Welcome to the APNA Submission Site! Select a program from the application options in the drop-down list below and then click Launch Application. Once you have begun an application and saved it to your account, it will appear on this page with options to edit, view as a pdf, and withdraw.

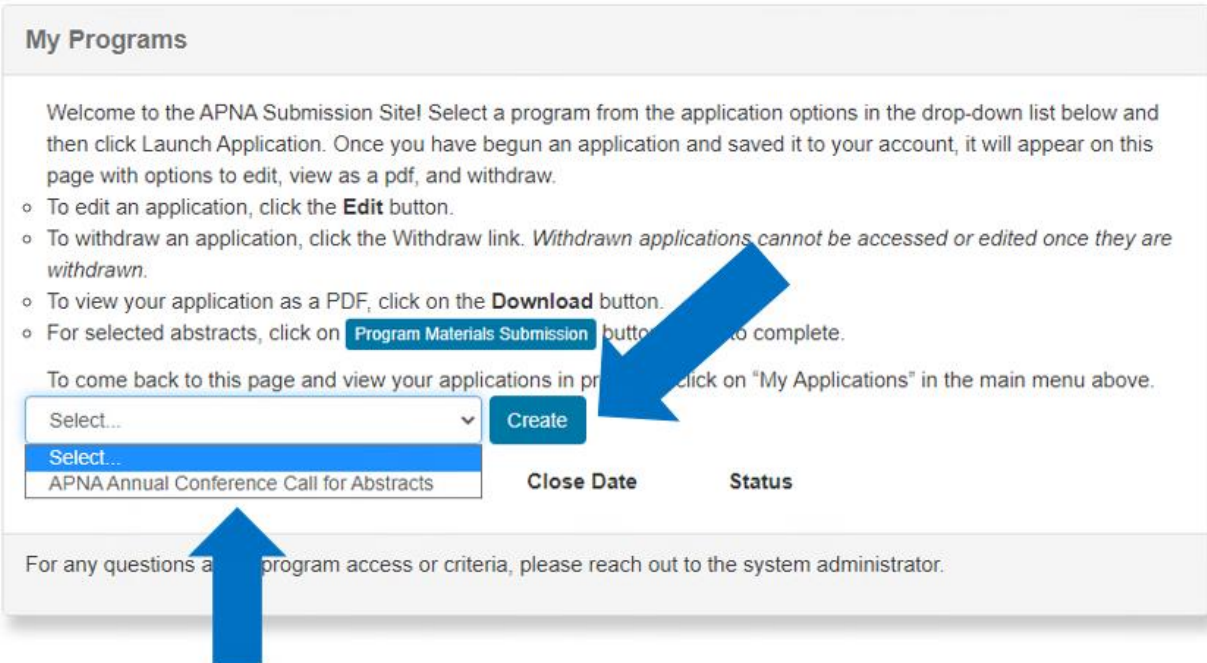
- o To edit an application, click the **Edit** button.
- o To withdraw an application, click the Withdraw link. *Withdrawn applications cannot be accessed or edited once they are withdrawn.*
- o To view your application as a PDF, click on the **Download** button.
- o For selected abstracts, click on **Program Materials Submission** button to complete.

To come back to this page and view your applications in progress, click on "My Applications" in the main menu above.

Select...

	Close Date	Status
Select...		
APNA Annual Conference Call for Abstracts		

For any questions about program access or criteria, please reach out to the system administrator.



The first page of your abstract submission will include basic information about the abstract, including links to resources, key dates, and more. If you scroll down to the abstract fields, you will see that your contact information has automatically filled in to reflect you as the **primary presenter**.

Please note: If you are not the primary presenter on this abstract, please do not submit it through your account. The primary presenter will need to log in to their account on launch.apna.org and submit the abstract.

Scroll through your contact information to confirm that it is all correct.

← View Submissions

APNA ANNUAL CONFERENCE CALL FOR ABSTRACTS

The 2020 APNA Scholarly Review Committee invites you to submit an abstract proposal to be considered for presentation at the APNA 34th Annual Conference. All submissions undergo peer review by 3 members of the Scholarly Review Committee (SRC). Please carefully read the following instructions.

During submission, indicate your choice(s) for the presentation format(s) under which your abstract will be reviewed. Select one choice based on order of preference for each of the possible presentation formats: 2-hour pre-conference, 45-minute concurrent, 20-minute mini concurrent, or poster presentation. Select N/A if you do not want your abstract reviewed under that presentation format. You are welcome to submit for only one type of presentation (ie poster or concurrent session) by selecting that format as your First Choice and then selecting N/A for the rest.

Review the format descriptions [here](#) and complete your online submission process for the selected type of presentation. Presentation proposals must be complete and submitted through this site by Monday March 4, 2020, in order to be considered for review. All complete submissions will be peer reviewed by 3 members of the Scholarly Review Committee (SRC).

Primary Presenter	Additional Authors	Abstract Proposal	Release	Review & Submit
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[Save as Draft](#) [Submit FINAL Proposal](#)

[Next Tab >>](#)

Don't forget to press the "Save as Draft" button as you complete each tab!

Contact Information - Primary Presenter	
First Name*	<input type="text"/>
Middle Name/Initial	<input type="text"/>

Submission Summary

Submission Deadline: Mar 4, 2020
 Last Updated: N/A
 Submission Status:
 Download Submission:

Resources

- Abstract Format Descriptions
- Bloom's Taxonomy Action Verbs
- Evaluation Criteria for Abstract Proposals

Key Dates

Call for Abstracts Open:	Jan 2, 2019
Submission Deadline:	March 4, 2019

Contact Us

Then, enter your **qualifications** for presenting on your proposed topic in the box, complete the **disclosure information**, and type your full name. If you have off-label use or **conflicts of interest** to disclose, a box will appear where you can provide more information. Please complete it before typing your full name and clicking **SAVE AS DRAFT**.

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 NCPD 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. Conflict of Interest: Is there an actual, potential, or perceived conflict of interest for yourself or your spouse/partner? Yes No

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? Yes No

C. Disclosure

By selecting "Yes" in Section A and/or B above, 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.

Example wording:

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

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

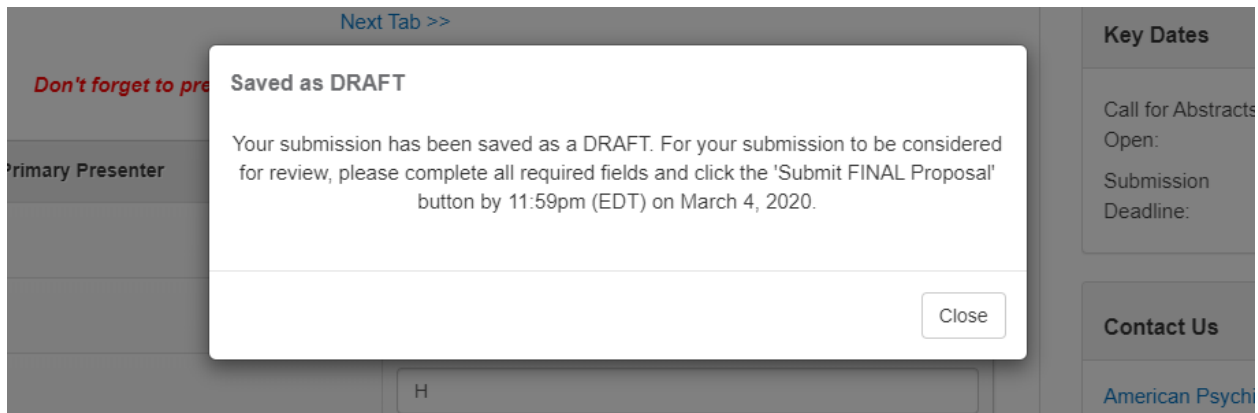
Agreement to Disclosure Information

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

Signature (By typing your full name, you are electronically providing your signature)*

[Next Tab >>](#)

A quick note about saving: We recommend clicking **SAVE AS DRAFT** as often as possible to make sure that your progress is saved. When you click save, you will be taken to the top of the most recently completed tab and the message below will display. Click close, then next tab to continue, or click a tab at the top of the screen. Once you click **SAVE AS DRAFT**, you can always go into the **MY PROGRAMS** to see your saved drafts and continue working.



Next, click the **Additional Authors** tab, where you will list the information for any other authors and presenters for your abstract. For example, if you have one additional author who is not coming to the conference and one copresenter, you would select 2 from the drop down. The author not coming to the conference is an **Author, Not Presenting**. The copresenter is a **Presenting Author**. If you are presenting alone and are the only author, you would select zero.

Primary Presenter Additional Authors Abstract Proposal Release Review & Submit

Save as Draft Submit FINAL Proposal

<< Previous Tab | Next Tab >>

Don't forget to press the "Save as Draft" button as you complete each tab!

Presenting Author: This person is required to register and attend the conference as an additional presenter. For podium 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 podium and poster presentations, this person will be listed with the full abstract online, but will not be listed in printed conference materials.

Additional Authors

Number of Additional Authors* Select

<< Previous Tab | Next Tab >>

Save as Draft Submit FINAL Proposal

Enter the information for your additional authors, including their disclosure, then click **SAVE AS DRAFT**

at the bottom of the screen and progress to the next tab.

Additional Authors	
Number of Additional Authors*	<input type="text" value="1"/>
Additional Author 1	
Type of Author*	<input type="text" value="Select"/>
Author 1 First Name*	<input type="text"/>
Author 1 Middle Name/Initial	<input type="text"/>
Author 1 Last Name*	<input type="text"/>
Credentials (Abbreviations only) (ie. RN-C, MSN)*	<input type="text"/>
Professional Title*	<input type="text"/>

Here you will enter the information about your presentation, including **title**, **topic**, **category**, and **target audience**.

Abstract Details

Title*

Patient Engagement and the Journey to Whole Health

Remaining words: 42 / 50

Session Topic*	<input style="width: 90%;" type="text" value="Select"/>
Category*	<input style="width: 90%;" type="text" value="Select"/>
Target Audience*	<input style="width: 90%;" type="text" value="Select"/>

Presentation Format

Indicate your unique choice(s) for the presentation format(s) under which your abstract will be reviewed. The options are First Choice, Second Choice, Third Choice, Fourth Choice, and N/A for each of the possible presentation formats: 2-hour pre-conference, 45-minute concurrent, 20-minute mini concurrent, or poster presentation. Select one choice (first, second, and so on) for each presentation format. Select N/A if you do not want your abstract reviewed under that presentation format. You are still welcome to submit for only one type of presentation (ie poster or concurrent session) by selecting that format as your First Choice and then selecting N/A for the rest.

Presentation Format	Unique Choice*
2-hour pre-conference	<input style="width: 90%;" type="text" value="Select"/>
45-minute concurrent	<input style="width: 90%;" type="text" value="Select"/>
20-minute mini concurrent	<input style="width: 90%;" type="text" value="Select"/>

The **Category** selection will determine which type of abstract you are submitting. The appropriate fields for your type of abstract will appear below the presentation format section when you make your category selection. The categories are **Administration, Education, Practice, and Research**.

The **Presentation Format** section refers to how you want to present your information: as a 2 hour pre-conference session, 45 minute concurrent session, 20-minute concurrent session, or poster presentation. You will need to choose which of these formats best suits your information and give it a ranking as your First, Second, Third, or Fourth Choice. If you only want to be considered for one format (for example, poster), give that format First Choice and select N/A for the rest.

Depending on your choices, you may be asked to provide additional information. For example, if your first choice is 2 hour pre-conference, you will be asked to provide justification for the longer time slot. If you are presenting a poster, you will need to indicate if your poster is medical education supported.

Presentation Format

Indicate your unique choice(s) for the presentation format(s) under which your abstract will be reviewed. The options are First Choice, Second Choice, Third Choice, Fourth Choice, and N/A for each of the possible presentation formats: 2-hour pre-conference, 45-minute concurrent, 20-minute mini concurrent, or poster presentation. Select one choice (first, second, and so on) for each presentation format. Select N/A if you do not want your abstract reviewed under that presentation format. You are still welcome to submit for only one type of presentation (ie poster or concurrent session) by selecting that format as your First Choice and then selecting N/A for the rest.

Presentation Format	Unique Choice*
2-hour pre-conference	First Choice
45-minute concurrent	Second Choice
20-minute mini concurrent	Fourth Choice
Poster Presentation	Third Choice

Longer Time Slot Justification

Longer time slot justification required for "2 hour pre-conference"*

My session is a detailed "how to"

Remaining words: 93 / 100

Scroll further and add information about your abstract. Enter information for **each of the 6 categories** for your abstract.

If you are submitting an **Administration, Education, or Practice** abstract, you will provide information about your abstract's:

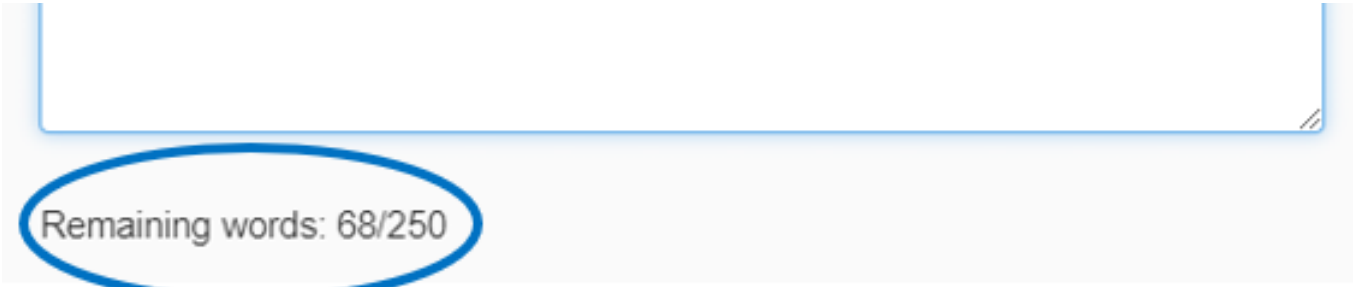
- Purpose
- Summary of evidence / Summary of evidence guiding the practice change
- Description of practice or protocol
- Validation of Evidence / Method of Evaluation
- Relevance to PMH Nursing / Results
- Future implications

For a **Research** abstract, you will provide information about your abstract's:

- Problem Statement

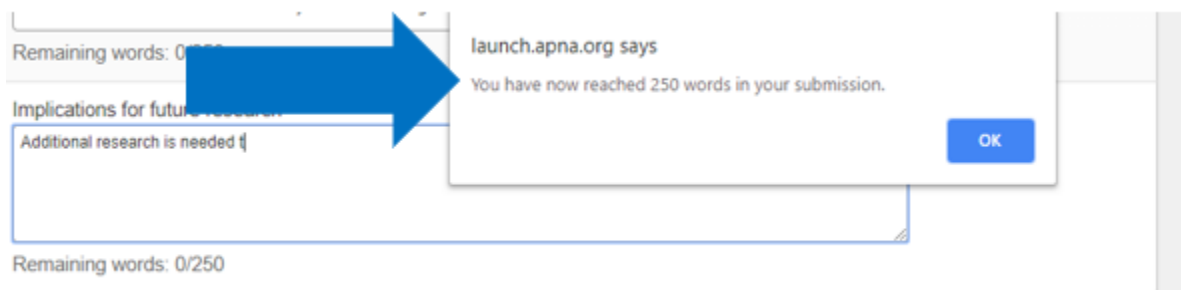
- Theoretical framework
- Methods and Design
- Results
- Implications for psychiatric-mental health nursing practice
- Implications for future research

You have **250 words total** to address each of these areas for any type of abstract. You'll notice as you type that the **word count** beneath each box will update.



Remaining words: 68/250

Once you hit the 250 word limit for your abstract, a window will pop up letting you know that you cannot add anything else until you edit your previously written text. Remember, this word limit reflects the cumulative number of words in each section of your abstract.



Enter your **presentation summary**, **learning outcome**, and **educational outline**. The presentation summary is what will be listed for your session description in the printed brochure and on the website, and will be used by conference registrants in determining what sessions they will attend. Note that there are also word limits for each of these sections.

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.

Example 1: (mini concurrent session): This presentation introduces a new practice-ready theory of safety cues to illustrate how familiar interpersonal strategies used by PMH nurses reduce underlying biological mechanisms of stress. By melding the interpersonal nurse-client relationship theory and emerging biological theory, this practice theory legitimizes nursing interventions and guides development of whole health interventions.

Example 2: (pre-conference session): This interactive, lively presentation presents the opportunity to discuss, develop, and prioritize the steps necessary to formulate the entrepreneurial skills necessary to build and/or expand a successful private practice. The participant will leave with a foundation plan for taking the first steps to success.

Presentation Summary*


This presentation will explore

Remaining words: 46 / 50

Click **SAVE AS DRAFT** and then **Next Tab** to be taken to the release section.

In the **Release** tab, click an option in each section, then click **SAVE AS DRAFT** and **Next Tab**.

Primary Presenter ✓ Additional Authors ✓ Abstract Proposal ✓ Release ✓ Review & Submit ✓

 Save as Draft Submit FINAL Proposal

<< Previous Tab | Next Tab >>

Don't forget to press the "Save as Draft" button as you complete each tab!

Recording Release
 APNA receives many requests for content of continuing education conferences and workshops. In response to these requests, sessions at the 34th 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 recordings may be made available for sale to conference registrants and individuals associated with APNA.

I give consent on behalf of all the authors of this presentation for the audio recording(s) of my session to be posted in the APNA eLearning Center after the conference.* Yes No


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 and/or for newsworthy documentation/marketing.* Yes No

Abstract Publication Release
 Abstracts of accepted and confirmed podium presentations will be posted on the APNA website. Abstracts of poster presentations given at the APNA 34th 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.* Yes No

This is the final tab before your abstract is ready to submit. Read the **confirmation**, click the check box, then click **Submit FINAL Proposal**. If you aren't ready to submit yet, you can click save as draft.

Save as Draft Submit FINAL Proposal 

<< Previous Tab |

Don't forget to press the "Save as Draft" button as you complete each tab!

Please click back through the tabs to review your submission and make any final changes before you submit your final proposal. Then come back here to click the Confirmation below.

Confirmation

I confirm that I have reviewed my submission and am ready to submit the final version for review by the APNA Scholarly Review Committee. I understand that I can come back and make additional edits and re-submit this proposal until the deadline date.*

<< Previous Tab |


Once you click **Submit FINAL Proposal**, you may be taken to any pages where you have not completed all the required information. Update the required information, then click **Submit FINAL Proposal** again.

[Save as Draft](#) [Submit FINAL Proposal](#)

[Next Tab >>](#)

Don't forget to press the "Save as Draft" button as you complete each tab!

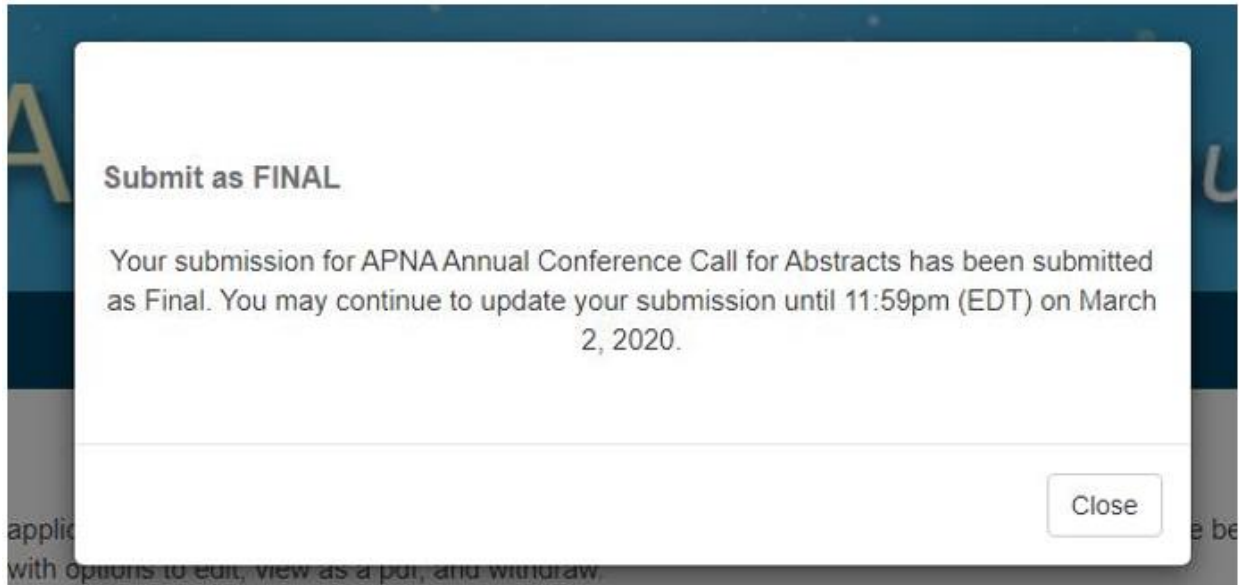
Contact Information - Primary Presenter	
First Name*	<input type="text" value="Courtney"/>
Middle Name/Initial	
Last Name*	
Credentials (Abbreviations only) (ie. RN-C, MS)	
Professional Title*	
Company / Institution*	
Department	<input type="text"/>
Address 1*	<input type="text" value="3141 Fairview Park Drive"/>
Address 2	<input type="text" value="Suite 625"/>
City*	<input type="text" value="Falls Church"/>
State / Province (Outside US)*	<input type="text" value="VA"/>



Credentials required

[OK](#)

If you have completed all the necessary information, you will return to the **My Programs** screen where a message confirming your submission will display. You will also get a confirmation email that has information about your submission in it.



Need to make a change after submitting it? Not to worry. Simply go to **My Programs** and click **edit** next to your abstract. You will be able to make any necessary changes before the deadline.

ID#	Program Name	Close Date	Status	
21129	APNA Annual Conference Call for Abstracts ...	Mar 01, 2021	DRAFT	Edit Download Withdraw

For any questions about program access or criteria, please reach out to the system administrator.



Need help or have questions? Contact us at 855-863-2762 or inform@apna.org.

New this year: All submitters must register a new account through the submission site. Even if you have submitted an abstract in the past, you will need a new account. This login will be different from the login you use for your APNA account.