



**ONTARIO RESPIRATORY CARE SOCIETY  
RESPIRATORY THERAPY SOCIETY OF ONTARIO  
CALL FOR ABSTRACTS: POSTER PRESENTATIONS**

**RTSO INSPIRE 2019  
Thursday, January 24, 2019  
Toronto Marriott Downtown Eaton Centre Hotel**

**ORCS Better Breathing 2019 Conference  
Thursday, January 24 – Saturday, January 26, 2019  
Toronto Marriott Downtown Eaton Centre Hotel**

**GENERAL INFORMATION**

The Ontario Respiratory Care Society (ORCS) and the Respiratory Therapy Society of Ontario (RTSO) invite you to submit an abstract for a poster presentation at Better Breathing 2019 or INSPIRE 2019. The poster must pertain to an aspect of respiratory health and may describe: (a) a recently completed (or will be completed by the presentation date) research investigation or (b) a recently developed program evaluation. Previously presented posters are acceptable.

The presenting author should complete the abstract submission form attached and ensure that the abstract is submitted according to the Guidelines for Submission of Abstracts. Abstracts will not be re-typed or corrected once they are submitted. It is important to include a complete mailing address and an e-mail address for the presenting author. All correspondence will be sent to the presenting author only.

An individual may be a presenting author on more than one poster per year.

Submission of abstracts constitutes a commitment by the authors to present the poster as accepted. The presenting author must register for and attend Better Breathing 2019 or Inspire 2019. Expenses associated with the preparation, submission and presentation of posters including the payment of delegate registrations fees to attend either of these conferences, travel, accommodation and living expenses are the responsibility of the authors. Abstracts will be presented as a free-standing poster with viewing time and a brief presentation. Details will be communicated to presenting authors prior to the conference.

**Poster boards measuring 4' high by 8' wide will be available.**

**NOTIFICATION**

The ORCS or RTSO abstract review committee will finalize selection of abstracts after the **deadline date of November 1, 2018**. Notification regarding acceptance of abstracts will be sent to the presenting author along with the registration materials for the conference by December 3, 2018. Specific details about the session, date, time, location and guidelines for presentation will be sent to the presenting author by January 4, 2019.

**INSTRUCTIONS FOR AUTHORS**

Abstracts must be submitted and presented in English. Abstracts must present a clear, concise summary of a research investigation or an education/clinical/evaluation program.

**Research Investigation posters** should include an introduction, hypothesis, objective(s), methods, results and a conclusion or implications for practice.

**Education/Clinical/Evaluation Program posters** should include background information, a description of the program, implications for practice and recommendations. Evaluation programs may include quality improvement or other types of assessments.

Product promotion is not permitted and sources of funding for the project should be specified on the abstract form and final poster if selected. Contact information for the author should be included either on the poster or on a separate page pinned beside the poster on the board.

## **AWARDS**

The ORCS will present three awards:

1. Best poster (Margaret Fitch Award);
2. Best poster by a student (Lisa Cicutto Award); and,
3. Best poster for program evaluation (Sheila Gordon-Dillane Award).

The RTSO will also present three awards:

1. Best poster in the Research Investigation program by a respiratory therapist;
2. Best poster in the Education/Clinical/Evaluation program by a respiratory therapist; and,
3. Best poster presented by a respiratory therapy student.

Awards will be announced during the conference. These awards will consist of a \$100 cash prize and a certificate. Judging will be based on the content, organization and verbal presentation delivery.

## **GUIDELINES FOR SUBMISSION OF ABSTRACTS**

- Abstracts must be completed on the form provided.
- Abstracts must be submitted in English.
- Abstracts must be single-spaced, using a font size no smaller than 12 point Times New Roman or equivalent font.
- The title should be the first line(s) of the abstract using upper case letters in bold type with no abbreviations. Start at the left margin - do not centre.
- The next set of information should provide the authors' names (given name and family name), followed by the name of the institution. Underline the name of the presenting author. Do not include degrees, titles or institutional appointments. A maximum of five authors can be included on the abstract form.
- Use numerals to indicate numbers.
- Non-proprietary names of products (e.g., drugs) are required when the product is mentioned. Proprietary names may be given in parentheses ( ), the first time the product is mentioned.
- Use standard abbreviations, e.g., FEV<sub>1</sub>, kg. Place unusual abbreviations in parentheses ( ) after the full word, the first time they appear.
- Abstracts with errors, misspellings, grammatical errors or incorrect abbreviations may be rejected.

## **Delivery Instructions**

The abstract submission process is being coordinated through the Ontario Respiratory Care Society. Abstracts should be submitted by e-mail in Word format to [nbennett@lungontario.ca](mailto:nbennett@lungontario.ca) by November 1, 2018.

## **INQUIRIES**

If you have any questions about the application process, please contact Natalie Bennett at the Ontario Respiratory Care Society at The Lung Association - Ontario by telephone at (416) 864-9911 ex 256 or toll-free 1-888-344-5864, by e-mail at [nbennett@lungontario.ca](mailto:nbennett@lungontario.ca).

<input type="checkbox"/> ORCS
<input type="checkbox"/> RTSO

**ORCS BETTER BREATHING 2019 & RTSO INSPIRE 2019  
POSTER ABSTRACT SUBMISSION FORM**

This form must be completed and received at the ORCS office no later than November 1, 2018. The preferred submission method is by e-mail in Word format to [nbennett@lungontario.ca](mailto:nbennett@lungontario.ca). The ORCS or RTSO abstract review committee will determine if an abstract will be accepted.

- CATEGORY:** A. Research Investigation   
 B. Education/Clinical/Evaluation Program   
 C. Student

Would you like this poster to be considered for an award, and if so, which one? Indicate below:

ORCS	RTSO
<input type="checkbox"/> Best Poster (Margaret Fitch Award) <input type="checkbox"/> Best poster by a student (Lisa Cicutto Award) <input type="checkbox"/> Best poster for program evaluation (Sheila Gordon-Dillane Award)	<input type="checkbox"/> Best poster in the Research Investigation program by a respiratory therapist <input type="checkbox"/> Best poster in the Education/Clinical/Evaluation program by a respiratory therapist <input type="checkbox"/> Best poster presented by a respiratory therapy student.

**Presenting author:**

Name	Signature
Mailing address	
Email address	
Telephone	

Is the presenting author a student? Yes  No

Sources of funding for the program/project: \_\_\_\_\_

Complete the poster abstract in this space. Abstracts must be single-spaced, using a font size no smaller than 12 point Times New Roman or equivalent font.

A large, empty rectangular box with a thin black border, occupying most of the page below the instructions. It is intended for the user to write their poster abstract in.