

# **Guidelines & Frequently Asked Questions**

2025 ASCRS Annual Scientific Meeting May 10 – 13, 2025 San Diego, California

For any questions not addressed below, please email the American Society of Colon and Rectal Surgeons (ASCRS) office abstracts@fascrs.org.

## **Abstract Submission Dates**

<u>May 31 - October 15, 2024, 11:59 pm EST.</u> Extensions will not be granted. Late Breaking New Technology and Clinical Trials: December 18, 2024 – January 29, 2025

## **Submitting my Abstract**

The submission site can be accessed <u>here.</u> Click the Join Now button and follow the instructions the first time you access the site, you will need to create an account. The site is NOT connected to your ASCRS profile.

#### **Abstract Submission Fee**

Non-refundable submission fee of \$50 per abstract.

#### **Character Limit**

3,000 characters, not including spaces for the text of your abstract submission. This does not include the title.

#### **Abstract Format**

- Title
- Purpose/Background
- Methods/Interventions
- Results/Outcomes
- Conclusion/Discussion

# **Submission Types**

- Oral Only: Abstracts submitted to this category will be competitively evaluated by the Program Committee for
  presentation in the oral format ONLY. Abstracts will NOT be considered for ePoster presentation. Presentations
  selected will be eligible for participating Regional Society annual awards as well as the ASCRS Best Paper award.
  Case studies will NOT be considered for oral presentations.
  - General Surgery Residents: Abstracts submitted by General Surgery Residents will be considered for the General Surgery Forum and other applicable oral abstract sessions. The General Surgery Forum highlights work completed by General Surgery residents and are aimed at increasing experience and participation at the ASCRS annual meeting.

- **Oral or ePoster:** Abstracts submitted to this category will be competitively evaluated by the Program Committee for presentation in the oral or ePoster format. Presentations selected will be eligible for annual awards. Case studies should NOT submit here.
- **ePoster Only:** Abstracts submitted to this category will be evaluated for ePoster presentation only. Presentations selected will be eligible for participating Regional Society annual awards.
  - o **Case studies** should be submitted here. They will not be considered for oral presentations.
- Video Abstracts: Abstracts submitted to this category will be competitively evaluated by the Video-Based Education Committee for presentation during the video abstract symposium and the Ongoing Video Library. Videos selected will be eligible for the best video award.
- Research Forum: Abstracts submitted to this category will be competitively evaluated by the Young Researchers
  Committee for oral presentation during the Research Forum. This session highlights developing areas of
  research that have clinical relevance for the care of patients with colorectal diseases. Presentations selected will
  be eligible for the Research in Progress award. If not accepted for Oral presentation the abstract will be
  considered for ePoster presentation.
- Late Breaking Abstract Submissions: Late breaking submissions will open <DATE> and will include New Technology and Clinical Trials.
  - New Technology: This category will only be available for submissions during the late breaking submission dates posted on the meeting website. Abstracts and Videos submitted to this category will be competitively evaluated by the Program Committee in conjunction with the New Technologies Committee for oral presentation during the New Technology Symposium. This symposium highlights the development, integration, evaluation, and dissemination of new technology in the practice of colon and rectal surgery. If not accepted for Oral presentation the abstract will be considered for ePoster presentation.
  - Clinical Trials: This session will highlight important colorectal clinical trials with an emphasis on research that will directly impact surgical science and practice. This call is limited to prospective clinical trials that are either ready to start enrolling (approved by regulatory), currently enrolling or have completed enrollment but not published in a peer-review journal. Both original research and research presented at other meetings within the past six months may be submitted. Work that is currently under review or accepted for publication may be submitted. Peer-reviewed published research is not eligible for submission.

## **Topics/Sub-Topics**

- **Benign Anorectal Disease:** Hemorrhoids, Anal fissure, Abscess, Fistula, Rectovaginal fistula, Anal Stricture, Pilonidal disease, Pruritis ani, Sexually transmitted infections (excluding HPV)
- **Basic and Translational Science:** Projects aimed at the fundamental understanding of colorectal disease development and treatment.
- Benign Abdominal Disease: Diverticular disease, Large bowel obstruction from causes other than malignancy, Volvulus, Lower gastrointestinal bleeding, Endometriosis, Trauma, Hernias, Intestinal stomas, Colitis (infectious, ischemic, microscopic, radiation-induced, and C. difficile related), Anastomotic complications and assessments
- Education, Training Assessment, and Practice Management: Patient education, physician education (medical student, resident, fellow, and in-practice), technical skills assessment, practice management, and maintenance of certification
- Inflammatory Bowel Disease: Inflammatory bowel disease, Ulcerative colitis, Crohn's disease, Indeterminate colitis, Anorectal Crohn's disease, Ileal pouch-anal anastomosis
- **Rectal Cancer:** Adenocarcinoma rectum, Neoadjuvant and Adjuvant treatment, non-operative management, Proctectomy, Functional outcomes following treatment for rectal cancer, Low anterior resection syndrome, Local Recurrence, Local excision, MRI, and staging
- **Colon and Colorectal Cancer:** Colon or colorectal cancer, Adjuvant treatment, Recurrence, Surveillance, Hereditary Colorectal Cancer Syndromes.
- Other Neoplasia and Endoscopy: Anal cancer, Anal dysplasia, Condyloma, HPV infection, Colon polyps,
   Colonoscopy, Advanced Polypectomy techniques, Neuroendocrine tumors, Polyposis syndromes, Presacral tumors, Appendiceal Neoplasms, Carcinoid, GIST, Lymphoma

- Pelvic Floor: Pelvic pain, Anal Pain, Fecal incontinence, Constipation, Obstructed defecation, Rectal prolapse,
   Pelvic floor prolapse, Sacral Nerve Stimulation, and incontinence surgery, Functional Bowel Disorders, Irritable
   Bowel Syndrome
- Quality and Cost: Enhanced recovery after surgery, Administrative databases, Clinical registries, Observational studies, Health care economics, Preoperative assessment, Quality and safety issues, Ethical Considerations

#### **Authors**

You do not have to be a member of ASCRS to submit an abstract to the ASCRS Annual Scientific Meeting.

## **Required Disclosures**

In compliance with the standards of the Accreditation Council for Continuing Medical Education (ACCME) and the ASCRS, it is mandatory that all authors on the abstract disclose All Financial Relationships. All authors and co-authors must disclose all financial relationships and acknowledge any support from commercial interests during the submission process. All perceived conflicts of interest must be resolved prior to presentation.

#### **Authors Must Complete their Own Disclosures and Policy Acknowledgement**

You cannot complete and sign the disclosure or submission policy acknowledgement forms for your co-author(s). Those required will receive an email with a link to complete the forms. You will not be able to submit the abstract until all required forms have been completed.

## Table and/or Images

You may add one figure to your abstract. Characters will not be deducted from the overall total character count. Images can be easily edited or deleted at any time before the submission deadline. Tables will need to be converted into an image file. We recommend using GIF, JPG, PNG.

## **Editing My Abstract Once Submitted**

You may edit your abstract prior to the submission deadline date. Be sure to save your abstract after editing to make sure all changes are included in the submission.

## **Requirements for Video Abstracts**

- The video must be no less than 3 minutes and 30 seconds and no more than 4 minutes and include audio narration/voiceover.
- The video must be an mp4, and no larger than 500 MB.
- A written abstract is required for video submissions.
- Videos will be considered for a video session offering Continuing Medical Education Credit. This requires no statements of brand names, preferences, or opinions related to preferred brands.
- Videos accepted for podium presentation (oral) will have the audio narration/voiceover muted so the presenter can present/speak.
- Videos accepted to be highlighted in the for on-demand presentation during the meeting and the mobile app will play audio narration/voiceover.

#### **Replacement Presenter**

If the primary author or scheduled presenter is unable to attend the meeting, they may name a co-author substitute presenter. Please provide all substitutions in writing to abstracts@fascrs.org.

## **Accepted Abstracts Must Be Presented**

Authors submitting an abstract for consideration of podium presentation at the ASCRS Annual Scientific Meeting must present the abstract in-person if selected to do so by the ASCRS Program Committee. If they

All authors of an abstract selected for Podium Presentation at the ASCRS Annual Scientific Meeting will be subject to the following penalties if they violate their agreement with ASCRS regarding presentation of their abstract:

Prohibition on submission/publication of any new works (original manuscripts, editorials, letters to the editor, etc.) in Diseases of the Colon and Rectum for two calendar years, the two-year time period to begin on the final day of the ASCRS Annual Scientific Meeting at which the abstract was to be presented. Note that works previously submitted to Diseases of the Colon and Rectum will not be affected

- Prohibition from submission of content (scientific abstracts, videos, etc.) for presentation at the subsequent two ASCRS Annual Scientific Meetings
- Prohibition from participation in any speaking role at the subsequent two ASCRS Annual Scientific Meetings
- A written request for an exception or withdrawal must be submitted to the Program Chair via email to Kristi AR Conley, ASCRS Senior Manager, Education and Meetings, kconley@fascrs.org

## **Quick Shots, Videos and ePosters**

All authors of an abstract selected for Quick Shot, Video or ePoster Presentation at the ASCRS Annual Scientific Meeting will be subject to the following penalties if they violate their agreement with ASCRS regarding presentation of their abstract

 Withdrawals of accepted abstracts/videos from the Annual Meeting will result in prohibition of presentation for ALL authors of the abstract/video for the current and next ASCRS Annual Meeting as well as publication in DC&R for the next 12 months.

#### Editing the Original Abstract Submitted for the Conference or DC&R

The abstract that you submit will be the abstract that is on the mobile app and in the *DC&R*. If you have updated information that you would like to present, you may do that during your oral presentation and/or ePoster.

#### Registration for the Meeting is Required

Authors of accepted abstracts, oral presentations **and** ePosters, are expected to register for the meeting and pay the meeting registration fee and any related costs including housing and transportation.

# **Abstracts Previously Presented or Published**

Previously published abstracts in any medium (excluding ALS Surgical Forum) or presented at a national or international society meeting will not be accepted. No abstract will be accepted which is under agreement to be published. If your abstract is accepted and has been/will be presented/printed before the ASCRS Annual Scientific Meeting, you must withdraw your ASCRS abstract submission and all the authors will be banned from submitting abstracts to the ASCRS or an article to the *Diseases of the Colon and Rectum* (*DC&R*) for a 2-year period.

Prior presentation is acceptable ONLY on an informal basis before local or small special interest groups without publication. Continuation or further development of previously published work is welcomed when this represents significant progress or presents clear, substantive differences from the previous work.

## **Submitting my Abstract for Presentation to another Organization**

Authors are not permitted to submit a similar abstract for presentation at national/international meetings nor a manuscript with similar data for publication in a journal other than Diseases of the Colon and Rectum without prior written consent of the ASCRS Abstract Appeals Group.

By submitting your abstract for the ASCRS meeting, all authors represent and warrant that the abstract and video submissions are not under submission/consideration/review by another national/international society.

#### DC&R Manuscript Submission Based Abstract (Due March 10, 2025)

All abstracts accepted must submit a manuscript to the *DC&R*, **unless** it was accepted for **one of the following** presentations:

- General Surgery Forum
- Research Forum
- New Technologies
- Quick Shots (unless notified)
- ePosters
- Video

The deadline date of manuscript submissions is March 10, 2025.

## **Abstract Submission Completed**

Submitted abstracts will be acknowledged by email. Print and keep a copy of the acknowledgement, which includes your abstract **Submission ID**. If you do not receive an email confirmation upon final submission of your abstract, then your abstract was not successfully submitted.

# **Notification Regarding the Status of my Abstract**

Email notifications regarding acceptance or rejection of an abstract will be sent to the submitter. Please distribute all relevant information to your co-authors upon receipt. The decisions regarding abstract acceptance or rejection are final.

## Question regarding the content of my abstract submission.

Contact ASCRS office at (847) 607-6414 or ascrs@fascrs.org.

## **Technical Difficulty**

Technical questions or problems with the system should be directed to the Cadmium Customer Care Team.

Abstract Submission Help Desk

Hours: 9 - 9 ET, Mon - Fri Phone: (Direct) (410) 638-9239 Phone: (Toll Free) (877) 426-6323

Email: support@GoCadmium.com