



24TH ANNUAL SYMPOSIUM
A VIRTUAL CONFERENCE | 8-10 OCTOBER 2021

CALL FOR ABSTRACTS

Delegates are invited to present results of their clinical and technical work as a poster with some selected as an oral presentation. The author/s should submit via the BOPA website by noon on Friday 16th July 2021. Abstracts will be reviewed and marked by the BOPA Audit and Research Sub-Committee, and chosen authors will be invited to display their poster for the duration of the conference, with the posters achieving high scores selected for oral presentation.

Selected abstracts will be published in a supplement to the *Journal of Oncology Pharmacy Practice (JOPP)*, providing authors with a citation in a peer reviewed journal.

First prize worth £2,000 to attend an international conference

DEADLINE: Friday 16th July 2021

- 1** Abstracts should relate to the authors' own work, and it is a condition of acceptance that at least one of the authors attends the meeting as a registered delegate. If there is not a registered author in attendance at the conference, the poster will not be accepted.
- 2** The abstract should relate to original work in oncology pharmacy and should be a report of a completed piece of work (this includes completed pilot studies).
- 3** If the work has been presented or submitted for prior presentation elsewhere, this should be made clear in the submission and the judging panel reserves the right to accept or reject any such submission. If previously presented or published elsewhere and the judging panel not notified then the submission will be withdrawn regardless of any previous decision to accept the submission.
- 4** The judging panel are happy to provide advice to anyone planning an audit or research project that they may want to submit, please contact auditandresearch@bopa.org.uk
- 5** The work presented should be specific and unambiguous and the author/s should ensure that reliance can be placed on the precision of their data by, if appropriate, the use of statistical methods. The introduction should be used to put the content of the presentation into context with current thinking, the relevant literature etc.
- 6** It is the authors' responsibility to ensure that all appropriate permission/approval has been granted to present the data, including ethical approval as appropriate. A statement that this has been gained should be included. All accepted abstracts will be published in the JOPP supplement and submission of an abstract will be taken as consent for publication.

Late Breaking Abstracts: Abstracts relating to the Covid-19 pandemic will be considered for presentation by the research committee if completed work is submitted after the 16th July deadline. Please contact the A&R committee to request a late submission relating to Covid-19.

Please note the following abstract guidelines:

Length of abstract

You will be allowed a maximum of 500 words excluding references in the abstract box, the abstract can contain a maximum of 1 table or figure. It is suggested that the abstract is prepared in Word first and a word count performed as the electronic submission software will not accept more than 500 words.

Format of abstract

An abstract should start with an introduction to the background of the investigation and, where appropriate, a clear statement of the aims/objectives of the work. A statement of any methods used should follow including, for example, numbers of subjects in the study and means of collection of data. Results should be clearly stated with, if appropriate, statistical support. The abstract should end with a discussion/conclusion. In general, the abstract should be informative and contain as much detail as possible. Note that references should be in Vancouver style and should be submitted as an attachment.

Submission process

- Please submit your abstract online by going to <https://www.bopa.org.uk/abstractsubmission-2021/>
- Complete the online form. You will be asked in separate drop-down boxes for the following:
 - Abstract title
 - Primary author name, email and affiliation details (i.e. job title and place of work)
 - Co-authors name, email and affiliation details (click green circle with plus sign to add more authors)
 - Abstract body (maximum of 500 words) including objectives, method, discussion and conclusion
 - Abstract category (topic)
 - Agreement to be published in the journal supplement with open accessYou will need to upload as SEPARATE attachments the following:
 - Attachment of your references (ideally as PDF)
 - Attachment stating your name, job title, place of work and if your abstract has been presented or submitted for prior presentation elsewhere (ideally as PDF)
 - Attachment for your one table or figure (ideally as PDF)
- Abstracts which do not meet the above requirements or are deemed not to be of an acceptable overall standard will not be accepted. The deadline for receipt by BOPA of completed abstracts is noon on Friday 16th July 2021. The Committee reserves the right to restrict acceptance of abstracts describing work carried out primarily in, or by members working in, the pharmaceutical industry.
- The Committee reserves the right to reject any submission which is deemed not to meet the specified criteria or to be in any way incompatible with the overall objectives of BOPA and/or the meeting itself. All authors will receive an automated acknowledgement confirming receipt of abstract and will be informed by 4 September whether or not their abstract has been accepted for presentation as a poster. If a notification is not received, please contact auditandresearch@bopa.org.uk, otherwise you risk your entry not being accepted for inclusion in the conference programme. Submissions chosen for an oral presentation will be informed by 4 September (names and presentation titles will appear on the final programme). All successful entrants will be eligible for the early bird conference discount.

Judging of best abstracts

Anonymised abstracts will be judged by the BOPA Audit and Research Sub-Committee. Judges will declare conflicts of interest for each judged abstract. Judges declaring a conflict of interest may not vote on the abstract identified. These will be judged by the following criteria:

- Does the work add to the existing evidence, originality? The panel are looking for original work which increases knowledge in the chosen area. Try to avoid mandatory or local audits or repeating similar work presented from other centres.
- Clarity of aims and/or objectives. (SMART). Be concise and clear when stating your objectives – these should be Specific, Measurable and Realistic.
- Methods should be valid for the type of study being undertaken. Ensure that the method used will allow you to meet your objectives
- Results/outcomes/discussion. Results must be clearly presented and outlined, discussion and conclusion should be justified and critical, e.g. limitations.
- Applicability to practice. Is your work of interest to other BOPA members – is it something they might be able to replicate locally to benefit their own practice? What real benefits were seen for patients? Can other BOPA members use your results and conclusions to benefit patients in their own practice?

Marks will be weighted in each category. See grid for details.