Important: Abstracts authored by industry representatives will NOT be accepted

The AARC and its science journal RESPIRATORY CARE invite you to become a part of the excitement at the AARC Congress 2013 in Anaheim, CA, by submitting a brief abstract on an area of cardiorespiratory care for the 2013 OPEN FORUM.

The OPEN FORUM is your opportunity to:

• Be published in RESPIRATORY CARE. All abstracts accepted for presentation will appear in the October 2013 issue.
• Gain national and international recognition for your work from leading respiratory therapists, physicians, and other health care professionals in attendance at the meeting.
• Receive constructive criticism on your abstract through feedback given by Congress attendees who view your presentation.
• Compete for Research Fellowships from the American Respiratory Care Foundation. All abstracts accepted for presentation will automatically be considered for these important awards.
• Help the AARC build a solid scientific basis for the profession of respiratory care. Every abstract that is presented adds another important piece of knowledge to our profession.

The deadline for submitting abstracts for AARC Congress 2013 is June 1, 2013.

Submit Your Abstracts Online!

Our online abstract submission process allows you to quickly and easily submit your abstract using the Internet. The process begins by going to www.rcjournal.com and clicking on the link to the Call for Abstracts. From there you may:

• Create a user name and password
• Enter your abstract, save it, and return to it later.
• Edit and update your abstract any time before the deadline (June 1, 2013) by returning to the site, logging in, and clicking on the “Review and Update My Submissions” button.

If you need technical assistance with the submission website, first try clicking on the Tech Support button in the top right corner. You can call 434-817-2040 ext. 406 to speak to ScholarOne technical support staff. Questions about the submission process and other OPEN FORUM details may be directed to Sara Moore at sara.moore@aarc.org.

Abstracts that are submitted by the deadline will be subjected to peer review. Incomplete abstracts will not be scored. Each abstract will be evaluated on scientific merit and originality. Email notification will be made only to the author listed as the contact author (make sure the contact information is up-to-date) by August 31, 2013.

Abstract Specifications

OPEN FORUM abstracts may report:

• An original research study
• A case report or case series

Since the abstract is the only evidence by which the reviewers can decide whether the author should be invited to present a poster at the OPEN FORUM, all abstracts must provide all important data, findings, and conclusions. Give specific information. Do not write general statements such as “Results will be presented” or “Significance will be discussed.”

Essential Content Elements

Original study abstracts must include:

1. Background: must include a statement of a problem in our clinical knowledge, a research question, or hypothesis that addresses this problem, and a rationale supporting the hypothesis or question.
2. Method: description of research subjects studied, the research design and conduct in sufficient detail to permit judgment of validity. Must include a statement of the statistical tests used to analyze any data.
3. Results: statement of research findings with quantitative data and statistical analysis.
Case reports must report a case that is uncommon or of exceptional educational value, and must include:

1. **Introduction**: relevant basic information important to understanding the case.
2. **Case Summary**: patient data and response, details of interventions.
3. **Discussion**: content should reflect results of literature review. The author(s) should have been actively involved in the case, and a case-managing physician must be a co-author or must approve the report.

**Conflict of Interest**

1. All industry relationships for the previous 2 years MUST be disclosed.
2. Abstracts will not be acceptable if ghost written.
3. Abstracts will not be considered if they come from industry.
4. If the study was conducted in the laboratory of industry, that must be disclosed.

**Abstract Submission Guidelines**

1. Abstracts must be written and presented in English.
2. The abstract may have been presented previously at a local or regional — but not national or international — meeting, and should not have been published previously in a national journal.
3. Submission of an abstract constitutes the author’s commitment to present the abstract as accepted.
4. Abstracts may have 1 clear, concise table or figure.
5. The first line of the abstract should be the title in all capital letters; the title should explain content and contain no abbreviations. Do not include authors within the title.
6. Follow the title with the names of all authors (including credential(s), institution(s), and location.
7. Standard abbreviations may be employed in the text of the abstract without explanation; new or infrequently used abbreviations should be spelled out on first use and followed by the abbreviation in parentheses.
8. Use generic names only for drugs; proprietary names may not be used.
9. All text must be submitted in the text box. Upload graphs and tables in the Upload Graphic step of the submission process.
10. When submitting your abstract, select all relevant presentation categories and ensure all contact information is correct.

11. You may be requested to combine multiple abstracts based on the same study into a single abstract.
12. Check the abstract for errors in spelling, grammar, facts, figures, and clarity of language.
13. Total word count for the abstract may not exceed **2500 characters (around 325 words)**. This does not include the title or authors.
14. An abstract not prepared as requested will not be reviewed.
15. The mandatory submission deadline is June 1, 2013. The contact author will be notified of acceptance or rejection by e-mail only by August 31 2013.

The AARC reserves the right to reject abstracts for failure to meet submission requirements, lack of merit, or due to special scheduling requirements of AARC Congress 2013.

**Abstract Publication Guidelines**

All abstracts accepted for presentation at the 2013 OPEN FORUM will be published in the RESPIRATORY CARE. Rejected abstracts will not be published. Abstracts will be published exactly as submitted.

**Abstract Presentation Guidelines**

1. A substitute presenter will not be allowed without prior authorization.
2. Abstracts will be presented in poster format.
3. Commercial logos are prohibited from appearing on the poster. All relations with industry for the previous 2 years must be disclosed.
4. Presenters will be assigned to an OPEN FORUM scheduled at the Congress; OPEN FORUMS are arranged according to general topic area.
5. Presenters are expected to arrive on time for their presentation and with all necessary materials.
6. Expenses associated with the preparation, submission, and presentation of abstracts are the responsibility of the author/presenter. All fees associated with the meeting, including, but not limited to, travel, housing accommodations, and meeting registration, are also the responsibility of the presenter.
7. Changes to accepted abstracts will be considered on a case-by-case basis. All changes must be submitted to the AARC in writing, including those made to the abstract title, authors, presenter, presentation type, category, and presentation day and time.