HTRS ABSTRACT ACCEPTANCE POLICY & SUBMISSION INSTRUCTIONS

1. General Information

The abstract/poster session at the HTRS 2017 Scientific Symposium (“HTRS 2017” or “the meeting”) is a forum for presenting original clinical, translational, or basic science research findings in benign hematology.

HTRS accepts abstracts focused on disorders of hemostasis and/or thrombosis from:

- Physicians (MDs and DOs)
- Medical residents and fellows
- Medical students
- PhD investigators and postdoctoral fellows
- Graduate students
- Nurses and nurse practitioners
- Physician assistants
- Pharmacists
- Other healthcare professionals working in benign hematology

All abstracts submitted to the meeting must include new data. Authors of accepted abstracts may present their abstracts as posters during the meeting. Accepted abstracts will be published in the May 2017 online issue of the journal Haemophilia. (The exception to this rule is abstracts submitted in the “Informational Only” category described in Section 8, which may be accepted as posters but are not eligible for awards, oral presentations, or publication in Haemophilia.) Authors of accepted abstracts who later go on to write a journal article regarding their research are highly encouraged to submit their article to Haemophilia.

2. Submission Deadline

Abstracts are due on or before Friday, January 6, 2017 at 11:59 p.m. ET. After this deadline, abstracts cannot be revised or resubmitted. Only online submissions through https://www.conferenceabstracts.com/cfp2/login.asp?EventKey=KIRTRIPO will be considered.

Accepted abstracts will be published in the May 2017 online issue of the journal Haemophilia exactly as submitted. (Authors may make corrections or updates to their posters, but not to abstract submissions after this date.) Late abstracts will not be accepted. The submission link provided above will be deactivated after Friday, January 6, 2017 at 11:59 p.m. ET.
**HTRS Abstract Acceptance Policy**

Abstracts will not be accepted by HTRS unless the abstract submission itself and the submitting authors meet the following criteria:

a. Abstracts should describe original work.

b. Abstracts must contain new data. Abstracts previously presented in a national or international forum may not be submitted without modification; data must be updated or expanded, resulting in a new abstract. Data may not be published before presentation at the meeting. HTRS reserves the right to decline a previously published abstract.

c. The title and body of the abstract must not contain:
   i. Personal patient information
   ii. Studies reporting unidentified chemical compounds, drugs, or materials
   iii. Non-generic drug names (non-generic drug names may be used in a footnote at the bottom of the abstract)

d. The title of the abstract must not contain:
   i. Commercial company names (commercial company names may be used in the body of the abstract or as a footnote of the abstract if the name thereby better identifies a product or device)

d. The submitting author will be asked to certify the following statements prior to uploading an abstract to the online submission site:
   1. The reported research complies with all applicable animal welfare and human subject regulations.
   2. HTRS is being given unrestricted, irrevocable permission to publish and/or post the abstract in print material, in online journals partnering with HTRS, on the meeting website, and on the HTRS website. (The first author retains the abstract’s copyright; anyone wishing to use the abstract after the meeting will be instructed to contact the first author for permission.)
   3. The presenting author must be willing to answer all questions from the audience in good faith if the abstract is selected for oral presentation.

4. **Review and Selection Process**

All abstracts undergo blind peer review. The HTRS Scientific Review Committee evaluates abstracts on the basis of scientific content, applicability to meeting topics and session themes, novelty, writing quality, and overall scientific merit. The Committee will give equal consideration to hemostasis and thrombosis submissions.
5. **HTRS Travel Awards**

HTRS Travel Awards cover the cost of airfare, ground transportation, and/or lodging for two nights to attend the meeting, up to a total of $1,500 USD. Travel Award recipients also receive waived meeting registration fees.

HTRS will offer seven Travel Awards to investigators who meet the following criteria:

- Six awards will be given to the first authors of the highest scoring abstracts submitted by trainees or early career investigators working at non-commercial institutions (please refer to the definition of “trainees” and “early career investigators” below)

- One award will be given to the first author of the highest scoring abstract submitted by a nurse at any stage in his/her career working in benign hematology at a non-commercial institution

HTRS defines “trainees” as:

- **Medical fellows**: MDs or DOs enrolled in accredited fellowship training programs in the U.S. or Canada. Fellows must be:
  - In training for a career in hemostasis and/or thrombosis
  - OR
  - In training for a career that will have a substantial component of, or overlap with, the disciplines of hemostasis and/or thrombosis

- **Postdoctoral fellows**: PhDs pursuing additional academic research in benign hematology

- **Medical residents** interested in benign hematology as a career

- **Medical students** interested in benign hematology as a career

- **Graduate students** interested in pursuing research in benign hematology

HTRS defines “early career investigators” as:

- **Junior attending and junior faculty** (MDs, DOs, PhDs) working in non-commercial institutions who are:
  - Within five years of completing training for a career in hemostasis and/or thrombosis at the time of the abstract submission deadline
  - OR
  - Within five years of completing training for a career that will have a substantial component of, or overlap with, the disciplines of hemostasis and/or thrombosis at the time of the abstract submission deadline
6. **Oral Presentations for the Top Four Travel Award Recipients**

The top four Travel Award recipients in the Trainee/Early Career Investigator category who submit the highest scoring abstracts will be invited to give oral presentations during the Oral Abstract Session on Friday, April 7, 2017. (The Travel Award for Nurses will not include an oral presentation component in HTRS 2017.)

Presenting authors should be the first authors of Travel Award abstracts. Presenting authors will be given 10 to 15 minutes to discuss their abstract, immediately followed by a three-minute question-and-answer period. Details about oral abstract presentation and instructions for preparing slides will be sent to the presenting author in February 2017 along with poster presentation instructions. (Travel Award recipients who elect to make oral presentations may also present their abstract as a poster during the “Poster Presentation” Session on Friday, April 7, 2017.)

7. **“Abstracts of Distinction”**

The top scoring abstracts submitted by investigators who are not eligible for the Trainee/Early Career Investigator category and who work for non-commercial institutions will be recognized as “Abstracts of Distinction.”

Authors of abstracts receiving this designation may be invited to give an oral presentation during the Oral Abstract Session on Friday, April 7, 2017. Presenters will be given 10 to 15 minutes to discuss their abstracts, immediately followed by a three-minute question-and-answer period. It is preferred, but not mandated, that the presenting author be the first author of the abstract submitted in this category. Details about oral abstract presentation and instructions for preparing slides will be sent to the presenting author in February 2017 along with poster presentation instructions. (Authors of “Abstracts of Distinction” who elect to make oral presentations may also present their abstracts as posters during the “Poster Presentation” Session on Friday, April 7, 2017.)

8. **“Informational Only” Abstracts**

Abstracts may be submitted for informational purposes only to be displayed as posters at the conference. “Informational Only” abstracts are not eligible for Travel Awards, designation as “Abstracts of Distinction,” oral presentations, or publication in *Haemophilia*. Informational Only abstracts do not contain original data or new hypotheses supported by new data. Examples of informational abstracts include: news about a new or existing registry, news about a new or existing study, news about a new society or meeting being organized, information about a novel practice or service (i.e. use of telemedicine for consults), or a single case report/very small case series (of note, for case reports and series, exceptions may be made if the abstract presents particularly compelling/new information on a rare disorder).
9. **Preparing Your Abstract**

Please follow these instructions to prepare your abstract/s for submission. Proofread carefully to avoid errors before submission.

1. **Language:** English
2. **Authors:** Last name, first name, degrees, affiliations, city, state, country, and contact information (only the names of the first six authors will appear, over six will be et al)
3. **Maximum of 3,000 characters including spaces (not including the title, authors, or affiliations)**
4. **Abstract text should preferably be in a “structured abstract” form with sections clearly marked Background, Objectives, Methods, Results, and Conclusions**
5. **Maximum of 2 relevant tables or figures. Please submit figures in .jpg format at the highest resolution possible; a minimum of 600 dpi is recommended. Figures that do not meet these minimum formatting requirements may be excluded from publication.**
6. **References must be included as parenthetical in-text citations: first author, et al, journal and year (e.g. Cruz D, et al. Blood 2012)**
7. **Abstracts containing non-generic drug names in the title or body of the abstract, personal patient information, or reporting studies with unidentified chemical compounds, drugs, or materials will not be accepted. (Non-generic drug names may be used in a footnote at the bottom of the abstract but not in the title or body of the abstract.) Abstracts containing drug manufacturers’ company names in the title of the abstract will not be accepted, but a drug manufacturer’s company name can appear in the body or footnote of the abstract if it thereby better identifies a product or device.**
8. **Full contact information for the corresponding author. (Please ensure that your email address is accurate, as all correspondence will be sent via email.)**

10. **Poster Presentation Session**

The Poster Presentation Session will be Friday, April 7, 2017 from 5:15 p.m. to 6:15 p.m. in the HTRS 2017 Exhibit Hall. Posters will also be available for general viewing on Friday, April 7, 2017 from 7:00 a.m. to 6:15 p.m. and on Saturday, April 8, 2017 from 7:00 a.m. to 9:45 a.m. Note that these times may be subject to change; submitting authors should refer to the instructions that will be sent to them in their notification letters for further details.

11. **Notification**

Notification of abstract acceptance for poster presentation, Travel Awards, and Abstracts of Distinction will be made the second week of February 2017.
12. **Responsibilities of Abstract/Poster Presenters**

Presenting authors of accepted abstracts must register to attend the meeting if they are not selected as Travel Award recipients. Presenters are responsible for all expenses related to participating in the meeting, including registration fees, transportation, lodging, and any meals outside of those provided by HTRS as part of the general conference. HTRS will register Travel Award recipients for the meeting and reserve lodging within the HTRS 2017 Room Block for two nights at the meeting hotel. Travel Award recipients must make their own airfare and ground travel arrangements. Travel Awards provide up to $1,500 USD to be applied toward airfare, ground travel, and/or lodging.

13. **For More Information**

Questions regarding HTRS 2017 abstract submission should be directed to Maripat Traino at mtraino@talley.com.