



BOPA 21st SYMPOSIUM BIRMINGHAM 2018

In support of the BOPA Research Strategy the 2018 conference will have a greater focus on the practice-based research of its members. To achieve this, members will be chosen to present their work at an extended plenary session during the conference with the best overall oral poster presentation (voted for by all attendees) receiving a prize worth up to £2,000 to attend an international conference. 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 to Succinct Communications by 5pm on Monday 28 May 2018, an abstract of the work to be presented. 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 the highest marks selected for oral presentation.

All successful 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

EARLIER DEADLINE: Closing date for submission: 28 MAY 2018

- 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 If previously presented or published elsewhere and the judging panel not notified then the submission will be withdrawn regardless of any previous decision to accept the submission.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 abstract can describe research, audit and innovation, service evaluation or service improvement that illustrates the development of the role of oncology pharmacist or technician in the care of patients. Note that only original/novel audits will be accepted. Audits should not be mandated audits, e.g. NICE. The judging panel are happy to provide advice to anyone planning an audit they may want to submit, please contact bopa@succinctcomms.com
- 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.

Call for Abstracts

12–14 October 2018

The International Convention Centre
(ICC) Birmingham

Please note the following abstract guidelines:

Length of abstract

You will be allowed a maximum of 500 words including 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 (maximum of 4) and should be entered in the box provided.

Submission process

1. Please submit your abstract online by going to www.bopawebsite.org
2. Complete the online form. You will be asked in separate drop-down boxes for the following:
 - Abstract title
 - Primary author and affiliation details (i.e. job title, department, address, contact email)
 - Co-authors name and affiliations
 - Abstract body (maximum of 500 words) including objectives, method, discussion and conclusion
 - References
 - Abstract category
 - Has your abstract been presented or submitted for prior presentation elsewhere?
 - Agreement to be published in the journal supplement with open access
3. 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 Succinct Medical Communications of completed abstracts is 5pm on Monday 28 May. The Committee reserves the right to restrict acceptance of abstracts describing work carried out primarily in, or by members working in, the pharmaceutical industry.
4. 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 August whether or not their abstract has been accepted for presentation as a poster. If a notification is not received, please contact bopa@succinctcomms.com, 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 August (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?

Each of the above criteria is marked out of 5, giving a maximum score of 25. The acceptable score for acceptance at the symposium is 15 or above. Unsuccessful authors will be given feedback, however the panel will not be able to enter into individual discussion, and the decision of the judging panel is final. The judges will select the best 10 abstracts to be presented as oral presentations on Friday and Saturday at the BOPA Annual Symposium. The top five presentations will be voted on by the delegates at the Saturday plenary session. The presentation that gains the most votes will be awarded the best presentation prize. The winning submissions will each receive one complimentary registration for the BOPA 2019 Symposium. In addition, a prize will be awarded to the best poster on display as voted by the delegates.