

ABSTRACT SUBMISSION GUIDELINES

KEY DATES

Call for Abstract Submission Opens	12 January 2021
Abstract Submission Deadline - <i>Any abstracts received after this date will not be accepted</i>	22 March 2021 12.00 GMT
Abstract Submission Outcome Notification	11 June 2021
Physiotherapy UK 2021 Conference	5-6 November 2021

The Chartered Society of Physiotherapy is inviting abstract submissions for Physiotherapy UK 2021 which will be held on Friday 5 & Saturday 6 November 2021. Please read this document carefully before proceeding to the online submission form.

All submissions must be made online only via the link below or via conference [website](#). Submissions by email or any other format will not be considered:
<https://physiotherapyuk2021.abstractserver.com/submission/#/>

For any queries regarding abstract submissions please contact:
physiotherapyuk@csp.org.uk

Please note that the Physiotherapy conference may be virtual or physical in 2021 therefore the requirements to participate may differ slightly. You will be advised of any changes that may affect your submission.

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SUBMISSION CRITERIA

You are asked to submit your abstract against one of four themes as detailed below:

Conference Themes

This world-class event aims to bring together physiotherapy practitioners, educators, managers and researchers to showcase advances in physiotherapy and responses to changing population, patient and service delivery needs.

The comprehensive programme offers physiotherapy practitioners from a wide range of backgrounds a collaborative learning opportunity to:

- hear about advances in physiotherapy
- engage in discussions
- share knowledge and expertise in the pursuit of demonstrating the value and impact of physiotherapy

We will be showcasing the latest evidence, innovations and leadership work. The call for abstracts is open to all aspects of physiotherapy which includes service delivery, clinical practice, research and education. The Physiotherapy UK planning group are inviting proposals that address any of the four conference themes:

Evolving Practice

2020 brought many challenges and opportunities to health care practitioners. COVID-19 changed the interface physiotherapists had with health care seekers, resulting in many remote patient interactions, face to face contact in PPE and exposing the many health inequalities in the UK. 2020 also saw the further development of advanced practice and first contact physiotherapy roles, with additional guidance from the NHS on educational pathways leading to these roles.

Physiotherapy MSK clinicians are evolving into more rounded, expert health care professionals, incorporating person-centered care and extending traditional roles from out-patient settings into more diverse and integrated arenas.

This theme explores the challenges of MSK care in a 'post-covid' world, with a focus on the evolution of the contemporary MSK physiotherapy practitioner.

Delivered in partnership with the Musculoskeletal Association of Chartered Physiotherapists (MACP) and the Advanced Practice Physiotherapy Network (APPN)

Transforming Provision

With current healthcare drivers focusing on population health, including health inequalities and how and where care is delivered, how do we understand patient expectations, preferences and needs in order to transform service provision, add value to the patient experience and ensure a workforce fit for purpose? How do we best promote public health and self-efficacy?

This theme explores patient's experiences, the use of data collection and service delivery models within the independent and private sectors to understand how care provision is changing along with the challenges and opportunities faced within this sector.

Delivered in partnership with Physio First

The Rehab Challenge

This theme explores how current evidence demonstrates that rehabilitation works, it explores the adaptations of models of care to support the growing community rehabilitation agenda.

It also looks at current drivers, including population health, which is shaping the changing rehabilitation pathways in acute and community settings and the impact of this on under and post graduate education, research, workforce development and planning.

Delivered in partnership with the Association of Chartered Physiotherapists in Respiratory Care (ACPRC) and the Association of Trauma and Orthopaedic Chartered Physiotherapists (ATOCP)

Digital Transformation

The 2020 pandemic led to a rapid uptake and expansion in innovations and technology to help deliver patient care. This has led to the need to investigate how we best deliver care in the world post-COVID-19, how do we understand patient expectations, preferences, and needs to transform service provision? How can we minimise health inequalities and promote public health and self-efficacy? This theme explores patient experiences, service delivery models and clinical education to meet current workforce requirements.

Methodology

Abstracts are invited using the following methodologies:

Qualitative*

Quantitative*

Mixed Methods*

Clinical Audit*

Service Evaluation and Improvement*

Systematic review*

**Submissions with pending results will not be accepted*

Further details on how to categorise studies (whether relating to research, service evaluation, clinical audit etc.) can be found here:

http://www.hra-decisiontools.org.uk/research/docs/DefiningResearchTable_Oct2017-1.pdf

Please ensure you select the right category for your methodology. If you are unclear as to whether your work is service evaluation or research, please use the link above.

In general, a service evaluation involves measuring outcomes related to interventions or treatments that are already being used in a clinical setting.

GENERAL REQUIREMENTS

1. Abstracts, presentations and posters must be submitted in English.
2. An abstract must be submitted for each proposed presentation.
3. The maximum word limit for each abstract is 500 words.
4. An abstract should be in line with at least one of the conference themes.
5. Each prospective presenter may submit and present a maximum of three abstracts. An individual may be named on other abstracts as a co-author, but only as presenting author on up to three.
6. The presenting author must register and purchase a ticket to attend the conference and be available at the allocated presentation time and day/s.
7. If no author is available to present a selected abstract, it will be withdrawn from the programme.
8. All presentations must describe original work to which all the authors listed have made a significant contribution. Any reference to personal experience should be clearly labelled as such.
9. All abstracts and presentations must adhere to the use of “people-first” language. A person must not be referred to by disability or condition, and terms that could be considered biased or discriminatory in any way should not be used (e.g. use “person with a stroke” instead of “stroke patients”).
10. Abstracts should not be used for marketing opportunities for new products, equipment or organisations, nor speak badly of competitors’ products.
11. Presenters are requested to disclose actual or potential conflicts of interest regarding their presentation in the first slide. This will allow the audience to take potential conflicts of interest into account when assessing the objectivity of the presentation.

Presentations are expected to communicate the same information as your abstract submission, although it can be adapted for the presentation style e.g. adding charts/images/tables and summarising key points. No exceptions will be made.
12. It is the author’s responsibility to submit a correct abstract. Any errors in spelling, grammar or scientific fact will be reproduced as typed by the author.
13. Only one presenting author per paper is permitted. Only one author may present the abstract, if selected.

14. Any changes to the presenting author must be made through the abstract submission page/system. Changes will be incorporated into the final programme if there is sufficient time, but thereafter no further changes will be reflected in the programme.
15. Notification of outcome of the abstract review process will be sent to the submitter. Only the person who submits the abstract online will receive email communication about the abstract. She/he is responsible for informing all co-authors about the outcome of the abstract's submission.
16. The scheduling of all presentations will be determined by the CSP to ensure best fit with the overall event programme. Any requests for specific dates and times cannot be considered. Similar abstracts in related topic areas will be grouped together for platform presentation/rapid five and poster display. The final decision as to which theme the submitted and selected abstracts are allocated is at the discretion of the CSP.
17. All submitted abstracts will be anonymised and peer reviewed without knowledge of the identity of the author(s). The abstract submission tool ensures that the authors of an abstract cannot be identified during the review process.
18. Selection of abstracts will be based on how they are scored through the review process against the published criteria (see appendix 1).
19. The author(s) retain the right, after presentation at Physiotherapy UK 2021, to include the work in articles, books, or derivative works that he/she authors or edits provided said use does not imply the endorsement of the CSP.
20. All decisions of the CSP are final. This includes the format for which an abstract is accepted (platform presentation, rapid five or poster) and the allocation to a conference theme.
21. Honoraria, fees or payment of expenses will not be provided by the CSP for authors to present abstracts at Physiotherapy UK 2021. All places must be booked and paid for by authors if their abstract is successful.

SUBMISSION GUIDANCE

Each submission must be made electronically via the Physiotherapy UK 2021 website: <http://www.physiotherapyuk.org.uk/> or by clicking [here](#) by the **deadline of 22 March 2021 12.00pm GMT.**

All subsequent correspondence regarding the abstract will be with the person who submits the abstract online. The presenting author must be named in the abstract but does not have to be the first named author.

The online submission form provides restricted space for data entry. Word count limits are indicated below.

Please take time to check your submission carefully to make sure that your text is submitted as intended. Once you have submitted the abstract you will not be able to edit it.

Please do not use any images, tables or graphs within the submission. References are not required

ABSTRACTS RECEIVED AFTER 22 MARCH 2021 12:00 GMT WILL NOT BE ACCEPTED

1. Abstract Body:

Submissions must include the following information:

Preferred Presentation Type:

Please select your preferred presentation type using the tick boxes.

Selected abstracts may be presented in one of the formats outlined below.

- PLATFORM** A platform presentation of 15 minutes, including a question and answer session
- RAPID 5** A short platform presentation of five slides, covering key points
- POSTER** Posters are reports summarising information using brief written statements and graphic materials (e.g. graphs, charts, figures and photographs)

Posters accepted for display must be produced according to the CSP guidance issued to the successful authors. It is not possible to display posters that do not adhere to the guidelines.

Posters will be on display during exhibition hours. There will be an opportunity for presenters to discuss their poster with delegates, with presenters assigned a specific time to be at their poster. In addition, activities will be organised to promote posters and to encourage delegates to visit the poster display area.

Please note that if you are offered a rapid 5 or platform presentation you will not have to also produce a poster presentation.

Theme & Methodology:

Please use the drop down menu to select which theme and methodology your abstract most closely relates to. Please note that the final placement of an abstract in the programme will be at the discretion of the conference planning team

Please provide a short description for how you work fits within your chosen theme
(max 50 words):

Title:

Please state the title of your abstract. The title should reflect what your abstract is about.

Abstract Text

(500 words in total)

Purpose:	What was the major reason for undertaking the project/sharing your activity? What was your aim and objectives?
Methods:	What principles, methods / methodological approaches, materials did you use?
Results:	What were your main findings from your analysis?
Conclusion(s):	Discuss your findings and what have you concluded from the study? What are your suggestions for future work?
Impact:	What is the potential impact of the project? How will the results be implemented into physiotherapy practice / management / education / research / policy?
Max. 500 words for all of the above headings	

Three key words:

Please provide up to three words that describe your work and reflect at least one of the programme themes.

Funding acknowledgements:

Please acknowledge all funding sources that supported your work. If the work was not funded, please state this (max. 100 words).

Work funded:

Please state whether this work was funded by the CSP Charitable Trust

Ethics Approval:

This section is very important and many abstracts 'fall down' here. If you are undertaking research in health and social care, independent ethical review is a legal requirement. We expect each author to have abided by the requirements of their country/organisation.

For work based within the UK it is highly recommended that you use the HRA decision-making tool to confirm whether ethical approval was required or not:

<http://www.hra-decisiontools.org.uk/research/>

Further guidance and a definition of what constitutes research activity can be found via the Health Research Authority:

http://www.hra-decisiontools.org.uk/research/docs/DefiningResearchTable_Oct2017-1.pdf

Please also view the CSP's guidance on ethical approval requirements found here:

<http://www.csp.org.uk/professional-union/research/doing-research/ethics-governance>

If ethical approval was required, please ensure you provide:

- the name of the ethics committee that gave approval
- the date approval was given
- any reference numbers should be provided

If ethical review was not required, please provide a clear rationale for this decision and explain how you checked this. If you used one of the decision tools above state this within your answer.

Publication:

Please state whether this material has been published/presented at a national or international event prior to Physiotherapy UK 2021

Abstracts for previously published or presented work will be considered only if they are unlikely to have reached the UK physiotherapy audience and if the authors take responsibility for providing any copyright clearance needed for inclusion in the event proceedings or other Physiotherapy UK 2021 publications.

Member:

Please state whether you are a member of a professional network and if so which one using the drop down menu.

2. Authors

Please enter the details of any authors including yourself. To add more than one author please use the *add author* button. You will be asked for the following details for each author:

Presenter Data

Personal data

Form of address:	
First name:	
Last name:	

Contact details

Email address:	
Alternative email address:	
Phone:	
Mobile phone:	
Short biography:	This should outline academic qualifications, positions/appointments, most recent publication and presentation track record (last five years), research information (interests, grants) and professional practice background.(max. 150 words)

Then select the button 'save and add institute'

Institution data

Organisation / Institute:	
Department:	
Job Title:	
Street:	

PhysiotherapyUK

CSP CONFERENCE & TRADE EXHIBITION 2021

Friday 5 & Saturday 6 November 2021

ZIP/Postal Code:	
City:	
Country:	
Province / State:	

3. Affirmation

In submitting an abstract you must confirm that:

- you accept responsibility for the accuracy of the submitted abstract and understand that the content cannot be modified or corrected after the submission deadline and that it will be published exactly as submitted
- all co-authors are aware of and agree to the content of the abstract and support the data presented
- the submitter accepts responsibility as the contact person for all correspondence about the abstract and to share information with all authors about its status
- you have secured any copyright/permissions clearance required relating to any previous presentations, equipment or other material for inclusion in Physiotherapy UK 2021, its proceedings or other conference publications
- for all studies involving human participants or animal subjects, permission has been obtained from the relevant regulatory authority and informed consent given where appropriate
- that where possible any data which allows the identification of individuals that feature within the abstract has been removed and that for anyone who is or maybe identifiable in the abstract they have given their consent for their data to be included and for it to be published by the CSP
- the work is original, except for extracts from copyrighted works used with permission from the copyright holders, and that it does not infringe upon any copyright, proprietary, or personal right of any third party
- you have identified any potential conflicts of interest e.g. financial interest in products or processes described in the abstract, stock ownership, membership on an advisory board or board of directors, or other substantive relationships

Copyright and congress proceedings

On behalf of all authors the submitter must confirm:

- Transfer of copyright of the abstract/s presented at Physiotherapy UK 2021 to the CSP to publish electronically and in other formats (e.g. conference website, programme, print materials, the CSP's open access Innovations in Physiotherapy database). The author retains the right to publish their research elsewhere, or use the research for personal use or as part of their work, providing it does not compromise the CSP's copyright. The CSP does not assume any liability or responsibility for publication of any submitted abstracts.
- consent to have authors' names, affiliation and biographical material used in connection with the publication of the work

Other Consent

You will also be asked to consent to the following:

- Do you consent for your abstract presentation (slides and/or poster) to be published on the Physiotherapy UK and CSP websites?*
- Do you consent to your submitted abstract being published by Elsevier as part of a special post conference supplement in the CSP journal Physiotherapy?*
- If submitting a Clinical Audit, Service Evaluation and Improvement or Systematic review would you like to showcase your work in the CSP innovations database?*

4. Submit

You will be asked to double-check all of the details before they are submitted. Please note that if your abstract is accepted the abstract details as given above will be published/ included verbatim in the conference proceedings.

Attendance & Booking

Attendance at Physiotherapy UK is a requirement. Should your abstract be accepted for conference, you will be required to book and pay for your own place through the conference website: <http://www.physiotherapyuk.org.uk/>. We are unable to offer expenses or free places to accepted abstract presenters. As a poster presenter you will be required to be available for both days. As a Rapid 5 or Platform presenter you will be required to be present the day and time you are presenting. If you do not book and pay for your place your submission will be withdrawn from the conference programme.

SELECTION PROCESS

Submitted abstracts are considered via a blind peer-review process. Each abstract will be reviewed by three reviewers. A scoring criteria (see Appendix 2) is used to review and score all submissions. The abstract moderation group will moderate any abstracts that receive scores with a large variance. See 'Appendix 1' for full selection and scoring criteria.

ACKNOWLEDGEMENTS

With grateful thanks to the 2020 Abstract Moderation Group, WCPT, ER-WCPT and the Council for Allied Health Professions Research for their contributions to the development of these guidelines.

APPENDICES

Appendix 1: Scoring Criteria

Criteria	Score 3:	Score 2:	Score 1:	Score 0:
Do the aims and objectives make the purpose clear?	The abstract describes clear aims and objectives that are appropriate to the topic/ research question	Aims and objectives adequately explain purpose	Purpose is poorly explained	Purpose cannot be understood
Do the methods/ analysis/approach enable the questions to be answered?	The abstract's methods/ analysis/ approach are clearly explained, rigorous and appropriate to the topic/research question	Approach/analysis/met hods adequately explained and justifiable	Poor justification for approach/ analysis/methods used	Little or no justification for the approach/ analysis/methods used
Have the results been presented & interpreted appropriately	Data/findings are presented and interpreted with clarity	Data/findings presented adequately	Data/findings briefly presented but lack adequate detail	Data/findings insufficiently clear or misinterpreted
Are the discussion and conclusions consistent with the data/findings?	Findings of research/activity are discussed well, with clarity about strengths & weaknesses and messages/ questions for discussion/ further work clearly articulated	Findings of research/activity discussed with some interpretation and inference of further work	Poor explanation of findings of research/activity with poor inference of further questions/work	Findings of research/activity not explained
What is the potential impact of the study and how well will it translate into physiotherapy practice?	Study has significant potential impact and likely to be implemented widely	Study has some potential impact and likely to be implemented locally	Study has little potential impact and unlikely to be implemented	Study has no potential impact and no potential to be implemented

Appendix 2: Abstract Examples

Please find below links to two abstracts that were successfully submitted and accepted to conference:

<https://physiotherapyuk2020.abstractserver.com/program/#/details/presentations/82>

<https://physiotherapyuk2020.abstractserver.com/program/#/details/presentations/222>