



# Forum 2019

Maximizing potential: promoting healthy aging

## Call for Presentations

Forum 2019 will be held in Charlottetown, PEI June 27-29, 2019. Forum 2019 will be a platform for open dialogue, discussion and exchange focused on promoting healthy aging.

CPA invites the submission of **proposals for special education sessions**. Sessions should address topics related to healthy aging including best practice, knowledge translation, innovative projects and continuing education initiatives. Sessions incorporating active engagement of the participants are highly encouraged. See below for detailed instructions.

CPA also invites the submission of **posters** related to original quality improvement projects, academic research, clinical research, systematic reviews and other research syntheses. See below for detailed instructions.

Presentations must be related to one of the following 4 streams:

1. Advocacy and Leadership
2. Best practices in Physiotherapy that promote healthy aging
3. Innovation
4. Prevention and health promotion

### Advocacy and Leadership

This stream focuses on the opportunities for advocacy and leadership within the profession of physiotherapy in the realm of healthy aging. Sessions providing participants an opportunity to learn skills that help them be better advocates for policy change at the individual, institutional, regional, provincial and federal levels would be appropriate for this stream. Sessions outlining areas in the field of healthy aging (as it relates to physiotherapy) requiring increased or ongoing advocacy and leadership will also be considered.

### Best practices in Physiotherapy that Promote Healthy Aging

This stream focuses on best practice in physiotherapy clinical skills that support healthy aging in the realms of neurological, cardiovascular and musculoskeletal rehabilitation, including specialty areas of practice such as women's health and oncology, across all settings of care in which physiotherapists practice. Sessions with opportunities to learn evidence-informed practical skills will be given preference.

### Innovation

This stream focuses on highlighting innovative policies, models of care, products, technologies and interventions that support healthy aging. This stream covers all areas of practice.

### Prevention and Health Promotion

This stream focuses on highlighting key areas in primary prevention, secondary prevention and health promotion in healthy aging. Sessions may review current programming and/or propose recommendations for future program implementation.

## **General Information**

The following is general information for both poster and proposal submissions. Please refer to the appropriate category in the pages which follow for requirements specific to each submission type.

### **Audio-Visuals**

The following audio-visual equipment will be available at no cost to the presenter: screen, LCD projector, podium microphone (depending on room size) and laptop computer. Session handouts will be the responsibility of the presenter. No copying services will be available onsite.

## **Submission Requirements**

- All submissions must be received via CPA's online submission system accessible at [www.physiotherapy.ca](http://www.physiotherapy.ca)
- Submissions must be identified under the stream the author feels is most relevant and is the best fit. It is acknowledged that some submissions may cross streams or be applicable to more than one stream.
- Accepted presentations must cover the same content and follow the same outline as described in the original submission.
- All audio-visual equipment needs must be indicated within the submission (see above for inclusions).
- Submission content will be published/reprinted as provided. Submitters are responsible for ensuring there is no identifying information within the submission content.
- CPA will provide no honorarium, fee or payment of expenses for presentations. All presenters must be registered for FORUM 2019 in order to present; they will receive a 15% discount on the registration fee.
- FORUM sessions may not be used as self-promotion or for sales presentation.

## Review and Selection Process

- Submissions will be reviewed and selected without knowledge of identity of the author(s). Submitters should ensure that there is no identifying information (e.g. city, province, facility name) within the submission content.
- Submissions must be of a professional standard. Submissions will be reviewed based on clarity, completeness, quality of the project, relevance to the program, and time and space constraints.
- An individual may be the presenter on no more than two special education sessions. There is no limitation on the number of posters an individual may be listed as co-author on.
- Submissions are evaluated independently from one another and should be submitted with this in mind.
- If the number of accepted papers exceeds available program time, authors may be requested to change the format/length of their presentation.
- Presentations may be made in English or French though translation will not likely be available. The title, content details and presenters of accepted presentations will be published in Forum publications in the language of submission.
- The Program Planning Committee reserves the right to make the final determination of presentation acceptance, format, and length based on available resources and the author's indicated preference.
- All decisions of the Program Planning Committee are final.

## Timeline

November 8, 2018	Call for presentations is launched
December 14, 2018	Deadline for receipt of submissions. Online submission system closes at 5 pm. Eastern. No late submissions will be accepted.
March 1, 2019	Contact person notified of decision and schedule details
April 30, 2019	Final instructions for session(s) sent to the designated contact person.

For more information, please contact:

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# Forum 2019

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## CALL FOR PROPOSALS

CPA invites the submission of proposals for special education sessions. Sessions should address topics of clinical/practical relevance. Sessions must be related to one of the four streams: advocacy and leadership, best practices in physiotherapy that promote healthy aging, innovation and prevention and health promotion. Sessions incorporating active engagement of the participants are highly encouraged.

Forum special education sessions provide formal instruction in a specific content area in physiotherapy and may involve other professionals, consumers, funders or government representatives. Presentations are 60 or 105 minutes in length.

### Proposal Requirements

In addition to the Submission Requirements described in the Call for Presentations above, the following are requirements specific to special education session proposals:

- Proposals must not exceed 500 words. **Proposals which surpass this word limit will be automatically rejected.** Word limit does not include title.
- Proposals must be related to one of the FORUM streams. The stream must be clearly identified.
- Any submission which is based on or incorporates personal experience(s) and/or hypotheses should clearly indicate this.

Proposals must follow the format, headings and specifications outlined below. Do not retype section headings within your submission or they will be counted toward your word count. Proposals that do not precisely meet these format requirements will not be considered:

**Learning Objectives and Session Content:** Provide an overview of what information will be included in the presentation and list up to three objectives describing the purpose of the presentation in terms of what attendees will learn.

**Relevance to the Physiotherapy Profession:** Describe how the information/topic is relevant and important to physiotherapy.

**Target Population:** Define a specific population that the presentation is targeted to.

**Description of Supporting Evidence:** Provide a descriptive overview of the literature that the topic is based on, as well as the level of supporting evidence. If there is a gap or lack of evidence for your topic, please provide explanation.

**Description of Session Format:** Outline the type of format of the presentation. Include any relevant information pertaining to knowledge translation of the material (Eg. lecture, small-group discussion)

**Conclusions and Implications:** Provide concluding information and implications for the physiotherapy profession.

Note: Proposals for which any heading section is not completed will result in automatic rejection.

**Deadline for Submissions: Friday, December 14, 2018 (5:00 p.m. EST)**



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## CALL FOR POSTERS

CPA also invites the submission of research abstracts related to original quality improvement projects, academic research, clinical research, systematic reviews and other research syntheses. Abstracts will be presented by poster however; certain authors will be selected to present at a Rapid-Fire Poster session. Any established research procedure may be used (e.g. clinical trials, descriptive studies, single-subject designs, qualitative and mixed methods, meta-analysis, program evaluation, systematic reviews, and clinical practice guidelines).

### Presentation Formats

Abstracts may be presented in either of the following formats:

Poster – static presentation in which information is summarized using brief written statements and graphic materials, such as photographs, charts, graphs, and/or diagrams. Posters will be available for viewing throughout the breaks on Saturday June 29<sup>th</sup> and speakers will be assigned a specific time when they must be at their poster for discussion with delegates.

Rapid Fire Posters – Oral presentations to a seated audience, often accompanied by a brief slide deck summarizing data presented. Presenters will be allotted 5 minutes for their session depending on final program constraints, with an invitation to learn about the results and conclusions during the poster session health break.

### Poster Requirements

In addition to the Submission Requirements described in the Call for Presentation above, the following are requirements specific to research abstracts:

- Abstracts must be a maximum of 250 words (not including title or section headings). Abstracts which surpass this word limit will be automatically rejected.
- The abstract must be related to one of the FORUM streams. The stream must be clearly identified.
- Reports must be based upon work already completed. Abstracts for studies which are 'in progress' or for which data acquisition and analysis are incomplete or absent will not be accepted.
- Abstracts are being accepted for poster presentations.

Abstracts must follow the format, headings and specifications outlined in the appropriate section below. Do not retype these section headings within your submission or they will be counted toward your word count. Abstracts that do not precisely meet these format requirements will not be considered:

**Purpose/Objectives & Rationale:** Major reason for doing this study.

**Relevance:** Relevance to the practice of physiotherapy.

**Materials and Methods:** Description of the study and/or research population (information on subjects, n=), research design (e.g. randomized), outcomes used to evaluate change and techniques used to collect the data

**Analysis:** Description of type(s) of analysis/es used in interpreting data (may be quantitative or qualitative).

**Results:** Brief summary of the data derived from analysis/es.

**Conclusions:** Logical and reasonable conclusions and inferences that can be made based on results and data analyses.

Note: Abstracts for which any heading section is not completed will result in automatic rejection.

Deadline for Submissions: **Friday, December 14, 2018** (5:00 p.m. EST)

For more information, please contact:

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