



Abstract Guidelines

Abstract Submission Deadline: February 5, 2025 - 5:00 PM CST

GENERAL GUIDELINES FOR PODIUM ABSTRACTS

- Research that has been published in a peer reviewed journal prior to the abstract submission deadline should not be submitted for consideration. Note: **If the abstract has been submitted or presented elsewhere but not yet published (online or in print), it is acceptable.**
- Podium and Posters accepted at a previous OTA meeting are not eligible for submission.
- The OTA program committee will determine the most effective presentation method, either podium or poster. Abstracts may also be chosen for podium or poster presentation at the Basic Science Focus Forum or International Orthopaedic Trauma Care Forum.
- It is the responsibility of the corresponding author to communicate all presentation information to the presenting author.
- There is no numerical limit on the number of abstracts an author may submit.
- Financial disclosures are mandatory for the presenting author and corresponding author if different from presenting author listed on abstracts. No abstract (whether podium or poster) may be presented without financial disclosure of the presenting author and corresponding author.
- Text must be blinded (no references to author, institutions, or country within the body or title of the abstract. Secondary Analyses of published clinical trials and data sets should disclose the name of the trial in the text. Non-blinded abstracts will not be considered.
- AI Policy: Author agrees to only use AI tools for the following purposes: idea generation and general knowledge questions and research meant to enhance Author's understanding on a topic. Author may not use AI tools to create final work product (including deliverables) or any content (including images) to be distributed by OTA. While using AI tools, Author may not enter any OTA or third-party confidential, trade secret, copyrighted or other personal or proprietary information into a prompt for an AI tool.

Author shall keep complete and accurate records of all use of AI in conjunction with the Author's work.

GENERAL GUIDELINES FOR BREAKOUTS AND SYMPOSIA

- **Faculty participation is limited to a total of 3 symposia or breakout sessions per person.** This does not include pre-meeting events.
- It is the responsibility of the Moderator to communicate all presentation information to the faculty.
- Financial disclosures are mandatory for each moderator and faculty on a breakout or symposium and required at the time of submission. No breakout or symposium may be presented without financial disclosure of the moderator and faculty.
- Confirm participation with all faculty prior to submission.

SUBMISSION CRITERIA FOR BREAKOUTS AND SYMPOSIA

- List Moderator and Faculty with corresponding topics to cover
- Provide an overview of the session in 150 words or less
- Provide a minimum of 3 learning objectives
- Explain the gaps and needs the symposia or breakout will address. Why do we need a breakout of symposia on this topic?

REQUIRED FORMATTING OF ABSTRACTS

- Abstract character count cannot exceed 350 words. Title, Purpose, Methods, Results, and Conclusion, all count toward the 350 words (excluding images). If you include an image in your submission, **125 words will be removed from the total number of characters available.**
- Graphs and Images:
You may upload **one** associated file or graphic that is no larger than 5MB. The graphics size will be reduced to 3" x 3" during the conversion process. For best results, size your image to 3 inches x 3 inches (76 mm x 76 mm).
- Abstracts must contain Purpose (hypothesis), Method, Result, and Conclusion.
- Define any abbreviations the first time they are used.
- It is recommended that all terminology, description, and clarification of fractures and injuries be according to the OTA/AO Fracture and Dislocation Compendium. The Fracture Compendium is published in the Journal of Orthopaedic Trauma; Vol 32, Supplement 1, January 2018: Fracture Compendium.

FINANCIAL CONFLICT OF INTEREST DISCLOSURES

Presenting authors, corresponding authors, moderators and faculty are required to disclose in the Convey disclosure database. All required individuals must have an OTA profile. Disclosures must be dated December 1, 2024, or later. Any disclosures made before this date will not be valid. **Note:** Financial disclosures will not be required for co-authors.

BASIC SCIENCE ABSTRACTS

Authors are frequently unsure if their study should be submitted in the basic science or the clinical section. If the study involves non-living human cadaveric specimens, it most likely should be submitted under "Basic Science". This includes biomechanical studies on cadaveric bones or surrogates, studies involving animals, anatomic cadaveric studies, as well as other traditional basic science topics. Meta-analyses, economic studies, and traditional clinical studies should continue to be submitted in the clinical sections. The program committee reserves the right to move the submission to the section deemed most appropriate.

LARGE DATABASE STUDIES

There has been a recent increase in submissions of so-called "large database" research. The program committee suggests that authors consider recent recommendations for high-quality studies in the domain [1]. Two particularly relevant suggestions from the editorial include: "[Studies Should] correlate less-common adverse events with modifiable and previously unidentified risk factors, identify adjustable provider - or hospital-level variables associated with readmissions or complication, and compare resource utilization for common interventions across diverse geographic regions or practice settings. [Additionally, studies should] either presented genuinely counterintuitive descriptive finding or provide a specific suggestion to improve clinical care, practice management or public policy." Large database studies that do not follow these guidelines are unlikely to be accepted.

1. Editorial: large database studies - what they can do, what they cannot do, and which ones we will publish, Grauer JN, Leopold SS, Clin Orthop Relat Res. 2015 May; 473(5):1537-9.

FINALIZING YOUR SUBMISSION

Once you have uploaded your abstract you should review your abstract on the final page. If your abstract is complete, including required financial disclosures, you will be able to submit your abstract. Once all requirements are met, a confirmation email will be sent.

An abstract can be edited at any time up until the submission deadline. Check your status to ensure it is complete, if an abstract is incomplete, click the edit page. **An abstract is considered incomplete until all required financial disclosures are completed.**

MEETING ATTENDANCE

Each presenter is asked to return an electronically signed response stating that they will present the accepted podium, poster, breakout or symposium as well as complete required speaker agreements.

- Those who sign but are unable to attend are asked to find a co-author or faculty to attend and present and alert the OTA office of the change.
- If you are unable to attend and find a replacement you must notify the OTA Office. Those that fail to notify the OTA office and are a no-show will not be allowed to submit an abstract or present at the meeting for the next two years.
- Urgent issues will be handled at the discretion of the OTA Program Committee Chair.
- **All presenters are expected to pay Annual Meeting registration fees.**