

## Guidelines for Submission of Content to IPSSW2020

### IPSSW2020 Conference Abstract Submission

#### Guidelines

##### General Information:

The Abstract Committee for IPSSW2020 invites the submission of original works of scholarship and scholarly instruction for consideration under the theme of “Making Waves: Innovate. Integrate. Motivate.” **The deadline for submission is 18 November 2019.** IPSSW2020 is scheduled for 26-29 April 2020 and will be held in St. Petersburg, Florida, USA.

The committee is seeking material that demonstrates innovative uses of simulation in research, education and safety or instructs others in the same. This may include, but is not limited to, skills training, team training, systems integration, and system and facility design. Additionally, presentation of novel uses of standardized patients/actors, mannequins, task trainers, virtual reality, 3D printing and computer-based simulations are encouraged. All healthcare disciplines are strongly encouraged to submit proposals. All submissions will be peer-reviewed as part of the selection process. Both completed projects and works in progress will be considered. Abstracts previously presented at regional, national or international meetings are eligible for consideration as encore presentations.

Sessions at IPSSW focus on scholarship and knowledge generation. The scientific program thus consists of two basic categories 1) presentations of completed projects or projects in process, and 2) interactive educational sessions designed to advance the scholarly capabilities of attendees. The Abstract Committee will allocate accepted abstracts to one of four presentation formats that address these two issues based on scientific merit and preference indicated by authors:

- (1) Oral Themed Presentation Sessions
- (2) Traditional Poster Round Presentation Sessions
- (3) Ideas and Work-in-Progress Discussions
- (4) Instructional and Immersive Simulation Workshops

***In some instances, abstracts may be transferred to a category in which they were not submitted based on their relative contribution to scholarship and knowledge within the field and their perceived potential to spark discussion and/or be furthered by ongoing open contribution.*** In these cases, the abstract authors may receive a request for modification to fit within the format of the session. Authors may appeal these decisions if they are not comfortable presenting in the new format, although accommodation of this appeal is not guaranteed.

## Presentation Format Types

1. **Oral Themed Presentation:** This session format includes short oral presentations grouped together by theme. Each presentation consists of a 10-minute commentary, followed by up to 5 minutes for audience questions. The presentations will be followed by an extended group question and answer session. There are generally 4-5 presentations scheduled in each oral themed session grouping. Oral themed sessions are scheduled during the parallel/breakout sessions. A computer and projector will be available in each room and presentations will be collected ahead of time.
2. **Traditional Poster Round Presentation:** Posters will be displayed throughout the conference and authors will present their posters during themed sessions at various points throughout the conference. Authors are encouraged to be poster side during the breaks and Poster Sessions. Specific details on poster templates and guidelines will be provided in the abstract acceptance letter.
3. **Roundtable Discussions:** Accepted submissions will be grouped by theme descriptors (4-5 presenters per session). Each author will have 6-8 minutes to present their abstract, followed by an extended (approximately 20 minute) round table discussion facilitated by an expert on the theme. A computer with a projector will be available in each room, should presenters wish to use this. Specific details will be provided in the abstract acceptance letter.
4. **Workshops**  
Workshops are educational sessions in which there is an in-depth review of or introduction to a topic that will engage participants in a collaborative and interactive learning environment. Workshops should enhance knowledge and develop skills through discussion, active participation, demonstration, and hands-on activity. Participants should leave with skills, knowledge, and/or materials that they can apply in their own practice.

*Workshops for IPSSW 2020 will be held at the [Johns Hopkins All Children's Hospital Simulation Center](#) and fall into two learning environment categories:*

### 4a. Immersive Simulation Workshops

Immersive Simulation Workshops presenters will have access to a wide range of clinical simulation spaces, high and low fidelity mannequins, debriefing space, and AV technology. Presenters can choose from a variety of clinical simulation spaces including high-fidelity simulation theaters designed to mimic an inpatient, intensive care, emergency, operating, outpatient clinic and home/nonclinical rooms. Each theater has full AV capabilities with separate control rooms and debriefing spaces. High, mid, and low fidelity mannequins and task trainers of all ages also available. When submitting an abstract for an Immersive Simulation Workshop, please indicate your simulation technology needs; reference the links below for simulation technology details. Immersive Simulation Workshops will be 90 minutes long.

[Technology List](#)

[Video Tour of Sim Center](#)

**4b. Instructional Workshops:** Instructional workshops should present topics and training in an interactive way. They will be presented in a classroom setting which can be arranged to facilitate discussion and skills practice but will not feature the simulation technology as described for the Immersive Simulation Workshops (above). Instructional workshops will be 90 minutes long.

**Language:** English.

## **Abstract/Proposal Review:**

Accepted abstracts and proposals must yield important information that will benefit patient care, demonstrate the value and utility of pediatric simulation in healthcare education, credentialing, research, patient safety, and simulation center design and operations, or otherwise advance the field of pediatric simulation. The International Pediatric Simulation Society (IPSS) will make the accepted abstracts available in electronic format prior to the conference. Abstracts may be published online as submitted by the Abstract Committee.

### **Abstract/Proposal Submission**

*Categories:* Abstracts and proposals should be submitted in one of the categories as detailed below.

#### **1. Research**

The focus of submissions in this category is to disseminate new knowledge or understanding regarding simulation in pediatric healthcare. Highly successful submissions in this category will address a specific research question, describe a design and methodology appropriate to the question, and demonstrate rigorous data collection, management, and analysis, while clearly and concisely presenting the results and implications of the study. Submission of abstracts describing both quantitative and qualitative research, as well as mixed methods research, is encouraged. Accepted submissions from this category will be invited for presentation at IPSSW2020 as either oral presentations or poster presentations alongside other research submissions on related themes. Those submitting may look to “Reporting Guidelines for Healthcare Simulation Research” for guidance on best-practices (<http://www.ncbi.nlm.nih.gov/pubmed/27465839>)

#### **2. Innovation**

The focus of submissions in this category is innovation and best practices in simulation education, systems integration, patient safety and technology advances. This category does not address a specific research question or test a hypothesis but may involve innovation in design and engineering of simulation technologies and systems, along with concepts related to pediatric simulation programs and/or simulation education practice. Submissions for technology innovation abstracts should describe the problem, limitation or need as related to a simulation technology or system and how the work resolved the problem. Education abstracts should describe best practices in simulation programs and/or education that will be useful for other practitioners. While the focus of these submissions will be on the innovation itself, the presence of appropriate evaluative methodology will be assessed and will factor into the final acceptance decision. Accepted submissions from this category will be invited for presentation at IPSSW2020 as oral presentations or poster presentations.

#### **3. Ideas and Works in Progress**

The focus of submissions in this category is the presentation of new and innovative ideas or works in progress in pediatric healthcare simulation, which would benefit from in-depth discussion among peers and experts. Authors are encouraged to present new concepts, discuss unanswered questions, and highlight difficulties in carrying out simulation research and education. Abstracts addressing both research and education/technology innovation will be considered. Accepted submissions to this category will be presented in round table sessions involving 3-4 presenters, followed by an expert-facilitated discussion, or as poster presentations. The submitted proposals do not have to be finalized at the time of submission.

#### **4. Workshops**

Workshops are interactive educational sessions in which there is an in-depth review of or introduction to a topic of interest that will engage participants in a collaborative and active learning activity. The workshop will provide an opportunity for the participants to enhance their knowledge and strengthen their skills through active involvement in an interactive discussion, demonstration, hands-on activity and evaluation. The participants should leave with skills, knowledge, and/or materials that they can apply in their own practice. Proposals should be submitted in one of the learning environment categories below and in the abstract format described in the following section.

#### **4a. Immersive Simulation Workshops**

Immersive Simulation Workshop presenters will have access to a wide range of clinical simulation spaces, high and low fidelity mannequins, debriefing space, and AV technology. When submitting an abstract for an Immersive Simulation Workshop, please indicate your simulation technology needs; reference the links below for simulation technology details. Immersive Simulation Workshops will be 90 minutes long.

[Technology List](#)

[Video Tour of Sim Center](#)

**4b. Instructional Workshops:** Instructional workshops should present topics and training in an interactive way. They will be presented in a classroom setting which can be arranged to facilitate discussion and skills practice but will not feature the simulation technology as described for the Immersive Simulation Workshops (above). Instructional workshops will be either 90 minutes. When submitting your proposal, please select a recommended timeframe for your presentation.

#### **Subject matter descriptors:**

After selecting the appropriate submission category based on the descriptions above, authors will select subject matter descriptors for their submission, based on the content of their abstract. This will help the Abstract Committee to group accepted submissions within the conference program. A number of descriptors will be presented to authors, including:

- Programme development / administration and program management
- Innovation/ future direction and outreach simulation
- Simulation instruction design and curriculum development
- Faculty development
- Debriefing and teaching methodologies
- Assessment (including use and validation of measurement and assessment tools)
- Multimedia, e-learning and computer-based instruction
- Serious games and virtual environments
- Patient safety and quality improvement
- Process improvement and organizational change
- Crisis resource management/human factors and teamwork
- Simulation for procedural and psychomotor skills
- Interprofessional Education (IPE)
- Educational methods and theory
- Ethical and cultural issues
- Educational outreach (including remote, rural and international simulation education)
- Certification
- Simulation technology (including novel adaptations of current mannequins, technology, and hardware and/or software, or the development of new hardware or software for simulation-based education)
- Physiological modeling applied to education and patient safety

## Formatting Guidelines:

Abstracts are limited to 3000 characters including spaces and not including author names and affiliations or references. Submitted abstracts may be revised online up until the deadline date.

For inclusion in the Conference Proceedings please bear in mind the following:

- **Abstracts and proposals must be submitted electronically via on-line submission.**
  - The title should be no longer than **100 characters**.
  - The name of the presenting author should be asterisked (\*). Graphs, tables and illustrations are allowed to be submitted as part of the abstract.

Formatting of each submission category is outlined below:

### 1. Research Abstracts

**Background:** Provide background information on a gap in current knowledge or need in the specific area that your abstract addresses. State why the topic is important to the pediatric healthcare simulation community. If appropriate, include citations to relevant literature.

**Research Question:** State the primary research question the study seeks to answer. For quantitative research, a description of the hypotheses should also be provided.

**Methodology:** Describe the approach taken and methods used to answer the research question.

- For quantitative research, this may include a description of the study design, independent and dependent variables, participants, protocol, and statistical analyses. Relevant theoretical frameworks should be referenced if applicable.
- For qualitative research, this should include: a description of the methodology (e.g. grounded theory, ethnography, etc.) or overarching design/conceptual model of the work, including how theory informed data collection and analysis, the methods used (e.g. semi-structured interviews, participant observation, etc.), and how the data were analyzed.

**Results:** Describe the results of the data analysis. Tables, images, or representative quotes may be used to report results; however, these will be included in the character total.

**Discussion/Conclusions:** Describe your conclusions, if and how the results address the primary research question, and the implications of the findings in the broader literature. Also state the relevance of the study results for the pediatric healthcare simulation community.

**References (excluded from character count):** Include full references for all citations. All abstracts must use the PubMed® Journal Article Citation Format.  
[http://www.nlm.nih.gov/bsd/policy/cit\\_format.html](http://www.nlm.nih.gov/bsd/policy/cit_format.html)

**Keywords:** List up to 3 keywords related to your abstract

### 2. Innovation Abstracts

**Context:** Provide a description of the context in which the innovation was developed, implemented or evaluated. This may include a description of the need or problem that this work attempts to address, a rationale for why the innovation is necessary, and how the proposed innovation is novel or improves on existing methods. The significance for the pediatric healthcare simulation community should also be addressed. Include citations to relevant literature if appropriate.

**Description:** Provide a detailed description of the innovation, such that other simulation practitioners may be able to adopt or replicate the approach taken by the authors. You may wish to include a description of the process used to develop the innovation, the target audience, the materials and techniques used to develop the innovation and how it was implemented in the given context.

**Observation/Evaluation:** If a formal evaluation of the program was conducted, describe the

approach to the evaluation and the subsequent results. If a formal evaluation was not conducted, describe any observations made during the implementation of the intervention, and the relevance of these observations to the design of the innovation. Tables or images may be included in this section as appropriate.

**Discussion:** Discuss what was accomplished, the adequacy of the innovation in addressing the need or problem identified, any lessons learned from the implementation and/or evaluation of the innovation, and the potential utility for other simulation practitioners. Address any changes to the innovation that the authors recommend, and any follow-up work that may be required. Also discuss the implications of the work for the pediatric healthcare simulation community.

**References (excluded from character count):** Include full references for all citations. All abstracts must use the PubMed® Journal Article Citation Format.  
[http://www.nlm.nih.gov/bsd/policy/cit\\_format.html](http://www.nlm.nih.gov/bsd/policy/cit_format.html)

**Keywords:** List up to 3 keywords related to your abstract

### 3. Ideas and Works in Progress Abstracts

For this category, authors are asked to provide an abstract in whatever format best fits their needs. The purpose of the abstract is to allow the reviewers to get an understanding of the idea being proposed and/or the work being undertaken, and how its potential to advance pediatric healthcare. In addition, reviewers are interested in understanding any difficulties or problems you are facing in addressing the specific issues raised in the submission. Thus, we encourage presentations of dilemmas, difficulties, unanswered questions, and methodological choices as well as submission of work in progress or completed work. You may also present your ideas about a new study, research direction, or grant application. Abstracts in this section will be judged based on clarity of presentation of ideas and/or current work, and insight into the problems associated with pediatric healthcare simulation that are raised in the submission.

The authors may wish to include some, or all of the elements described below, either in a structured or unstructured format (please adapt as you see fit):

- Title
- Discussant
- Background
- Research Question/ Educational Goal
- Proposed approach to addressing the question or goal
- Conundrum or difficulty encountered
- Questions for discussion

### 4. Instructional Workshop Proposals & Immersive Simulation Workshop Proposals

In your description, address each of the following:

- **State the overall Goal or Outcome:** Define the overall goal and/or expected outcome for the workshop.
- **Define your Learning Objectives:** Specify three key learning objectives that accurately describe the proposed workshop. Define them carefully as they ultimately influence the choice of your educational strategy. Each objective should be:
  - S – Specific – says exactly what the learner will be able to do
  - M – Measurable – can be observed by the end of the training session
  - A – Attainable for the participants within specified conditions
  - R – Relevant to the needs of the participant
  - T – Time-framed - achievable by the end of the training session

- **Method of delivery:** describe the educational methods that will be used to deliver the workshop, for example; case discussion, role play/simulation, videotape reviews, live demonstrations, and hands-on practice of a specific skill.
- **Intended Audience & Level:** Indicate who would benefit from attending this workshop (for example: technicians, educators, administrators) and whether the workshop is basic, intermediate or advanced level of knowledge, or if the workshop is appropriate for any level.
- **Relevance to the Conference:** Provide a brief explanation of how this workshop will appeal to the audience both with respect to content and format of the workshop.
- **Workshop timeline:** Provide a draft outline of the workshop components and the allocated amount of time for each for either a 60 or 90 minute session. For example:
  - Introduction: Faculty and participant introductions, verbal faculty disclosure, workshop objectives, agenda and assessment of learner's experience with this topic (15 minutes)
  - Main topics to be discussed in chronological order:
    - Background (15 minutes)
    - Interactive session (45 minutes)
    - Final summary and questions (15 minutes)
- **Expected/ Preferred Number of Participants:** Please indicate the expected number of, or preferred cap for number of attendees. If you are not sure, please state so.
- **Proposed Format:** Please include a detailed description of the format of the workshop and describe what methods you will use to actively involve the participants.
- **Special requests/equipment needs (for Immersive Simulation Workshops at the Johns Hopkins Sim Center):** Use the selection tools to select your preferred simulation environment and to indicate what simulation technology you will use. Refer to the link below for a full list of resources at the Johns Hopkins Sim Center.

### [Technology List](#)

All abstracts should be submitted online. No abstracts will be accepted by fax or direct e-mail. If any problems are experienced during the uploading of abstracts, please seek assistance by sending email to [info@ipssglobal.org](mailto:info@ipssglobal.org).

**Pease note that incomplete abstracts or those submitted beyond the due date will not be considered.**

### Important Dates

Abstract/Proposal Submission Launch	Monday, 23 September
Abstract/Proposal Submission Deadline	Monday, 18 November
Abstract/Proposal Review Timeline <i>Abstracts are reviewed as they are received.</i>	Monday, 14 October to Wednesday, 18 December
Abstract/Proposal Acceptance Notification	Monday, 27 January
Abstract/Proposal Confirmation Deadline	Friday, 14 February
Early Bird Registration Deadline	Friday, 20 March
PowerPoint Presentation Due	Monday, 20 April

### **Conference Registration**

All authors whose abstracts are accepted for presentation must pay full applicable registration fees. Exhibitor representatives must pay full applicable registration fee if presenting an abstract.

### **Ethics Consideration**

All abstracts must indicate that their local Institutional Review Board (IRB) reviewed their research as well as the outcome of that review, or that IRB review was not applicable.

### **Conflict of interest**

All presenting authors must indicate that they do or do not have a financial interest/ arrangement or direct affiliation with a corporate organization that has a direct interest in the subject matter of the abstract (including manufacturer(s) of any product or provider(s) of any services).

### **IPSSW2020 Meeting Organizing Committee**

*Meeting Organizing Committee: Anne Ades (USA), Brittany Dahlen (USA), Jennifer Arnold (USA), Justin Jeffers (USA), Kim Stone (USA), Lydia Lofton (USA), Nancy Tofil (USA), Tobias Everett (CA), Travis Whitfill (USA).*