

AFHTO 2021 Conference: Poster Submission Guidelines

Thank you for your interest in submitting an abstract for a poster to present at the AFHTO 2021 Conference taking place virtually on October 27 & 28.

Conference planning committees are looking for poster submissions that:

- Reflect the [conference theme](#)
- Demonstrate clarity of learning objectives and presentation format
- Present ideas/initiatives that:
 - Are innovative
 - Are relevant, useful and can be implemented in interprofessional primary care organizations or within Ontario Health Teams
 - Demonstrate patient and caregiver involvement
 - Recognize and address the needs of their local population (access or barriers to care, rurality, etc.)
- Are backed up by evidence of impact (e.g., outcome measures, evaluation results, research findings, patient, or community experience)

Poster Format: pdf (any presenter at the conference may also interact with attendees through individual chat)

Due date for all poster abstracts is August 3, 2021.

Before submitting an abstract, your team should:

- 1. Designate a contact person.** This person will receive the registration discount code and most of the communications from AFHTO relevant to preparing for the conference.
- 2. Identify WHY someone would want to see your poster.** Attendees will likely be visiting a handful of over 20-odd poster presentations. You need to tell them why they should pick yours over the rest and make it an easy choice.
- 3. Identify 1-3 “pearls” of information to summarize your presentation.** Reviewers and attendees want to know what key pieces of information they will take home that are practical and actionable for their teams.

Submission & Approval Process

1. Review the [submission form template](#) before filling out the Survey Monkey form.
2. Submit the abstract online for a poster **by August 3, 2021.**
3. Conference working groups will review all submissions within a theme, score them based on the evaluation criteria listed above and then select posters for the conference.
4. We will send approved presentations notifications **by early September 2021.**
5. **All poster presenters** must confirm their presentation **by September 10, 2021.**

To submit an abstract, go to:

<https://www.surveymonkey.com/r/afhto2021posters>

Terms and Conditions:



association of family health teams of ontario

- For each approved poster, a presenter will be granted a discount off the conference registration fee. If you would like to be available to answer any questions attendees might have about your poster, **you must register for the conference.**
- In order to submit you must fill out all the required fields in the form.
- All submissions will be reviewed by the applicable planning committee. If accepted, abstracts and presenter name and affiliation will be published.
- All notices about the presentation, registration and scheduling for the conference will be sent to the designated contact person. They are responsible for ensuring presenters are informed and prepared, and that conference organizers are informed of any changes.

Key Dates & Deadlines:

- Deadline for poster abstracts: **August 3, 2021**
- Notification of acceptance for presentation: **early September 2021**
- Conference registration opens: **July – early August 2021**
- AFHTO 2021 Conference: **October 27 & 28, 2021**

For more information, contact Paula Myers by phone (647-234-8605 ext. 1200) or e-mail (info@afhto.ca).