

AMERICAN COLLEGE
of RHEUMATOLOGY
Empowering Rheumatology Professionals

Call for Abstracts

GUIDELINES FOR SUBMISSION

ACR Pediatric Rheumatology Symposium [PRSYM] 2023
in collaboration with the Childhood Arthritis and Rheumatology
Research Alliance [CARRA]

ACR 
Pediatric Rheumatology
SYMPOSIUM
MARCH 29-APRIL 1 NEW ORLEANS, LOUISIANA

Submit your Abstract for the 2023 Pediatric Rheumatology Symposium!

This is your complete guide for submitting an abstract for the 2023 Pediatric Rheumatology Symposium (PRSYM) in New Orleans, Louisiana March 29– April 1, 2023. ***Please read this entire guide before you begin the submission process.***

PRSYM is the premier educational event for rheumatologists, physicians, and other healthcare providers who care for pediatric patients with rheumatic diseases; clinical investigators; physician-scientists; and those interested or engaged in research in the field of pediatric rheumatic diseases.

The American College of Rheumatology (ACR) and the Association of Rheumatology Professionals (ARP) invite you to submit an abstract and take advantage of the opportunity to have your work peer reviewed by experts in the field. If accepted, your abstract will be published in an online supplement of [Arthritis & Rheumatology, one of the ACR's research journals](#). In addition to presenting your work at PRSYM, you may also elect to display your work at the [CARRA Annual Scientific Meeting \(ASM\), occurring immediately before PRSYM](#).

New this year!

- PRSYM23 will be in person in New Orleans, LA, with on-demand components.
- All abstract presenters must present in person.
- Posters must be printed.

Important Dates

Abstract Submission

Thursday, December 15	Abstract Submission Site Opens
Tuesday, January 24	Abstract Submission Site Closes (Noon ET)
Early March	Presenting Author Notification
Wednesday, March 8	Accepted Abstract Withdrawal Deadline

Registration and Housing

Wednesday, January 4	Registration Opens
Friday, February 24	Housing Deadline
Tuesday, February 7	Advance Registration Deadline

CARRA ASM*

Monday, March 27	CARRA Opens
Wednesday, March 29	CARRA Closes

PRSYM

Wednesday, March 29	Abstract Embargo Lifted (4:30 PM CT)
Thursday, March 30	Abstract Plenary Session (2:30 – 3:30 PM CT)
	Abstract Breakout Presentations (5:10 – 5:40 PM CT)
	Abstract Poster Session (6:00 – 7:00 PM CT)
Friday, March 31	Abstract Plenary Session (2:30 – 3:00 PM CT)
	Abstract Breakout Presentations (4:30 – 5:00 PM CT)
	Abstract Poster Session (5:00 – 6:00 PM CT)
Saturday, April 1	Abstract Plenary Session (11:00 AM – 12:00 PM CT)
	Abstract Poster Session (4:15 – 5:10 PM CT)

* Registration for CARRA is not included with PRSYM registration. Participation in CARRA is not required to attend or submit an abstract to PRSYM.

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Part I: Abstract Submission

ACR Call for Abstracts

The PRSYM program includes content related to the clinical practice and teaching of rheumatology and the basic and translational science that contributes to the understanding of disease pathogenesis, the mechanisms and efficacy of therapeutics, and the delivery of healthcare to pediatric patients with musculoskeletal and rheumatic disease.

Eligibility

Who Is Eligible to Submit?

- Members and non-members of the ACR and ARP are eligible to submit an abstract.

What Types of Abstracts Are Eligible for Submission?

- Abstracts that have been previously accepted and/or presented at other medical meetings are eligible for submission. These abstracts will go through the same peer review process as any other abstracts.
- Abstracts describing original basic and clinical science related to the broad area of rheumatic diseases may be submitted.
- Abstracts reporting results of a clinical trial will be required to identify the trial phase.
- Any work with human or animal subjects reported in submitted abstracts must comply with the guiding principles for experimental procedures found in the [Declaration of Helsinki](#) of the World Medical Association.

What Types of Abstracts Are Not Eligible for Submission?

- Abstracts should not report results that have been previously presented at an ACR/ARP Annual Meeting.
- Abstracts that report work that has been accepted for publication as a [manuscript](#) (e.g., full-length article, brief report, case report, concise communication or letter to the editor, etc.) prior to the submission deadline of **noon ET on Tuesday, January 24, 2022**, are ineligible for consideration.
- Multiple abstracts may not be submitted for one study unless substantially different research questions are being addressed in each abstract.
- Abstracts submitted for the ARP program may not be concurrently submitted to the ACR program.
- Case reports are not considered appropriate and will not be reviewed.

Abstract Submitter/Presenter Expectations

- Pay a processing fee for each abstract submission (see next section). Abstract processing fees must be in U.S. funds and are non-refundable. The ACR will provide a receipt but **does not supply invoices for payments received**.
- By submitting your abstract, you agree to present the abstract if it is selected for presentation during an oral or poster abstract presentation at the 2023 Pediatric Rheumatology Symposium in New Orleans, LA.
- If your abstract can only be presented as a poster, please check the appropriate box during the submission process. This is your only opportunity to indicate your preference for a poster.
- Select the most appropriate category to submit the abstract based on the most relevant topic.
- **No changes may be made to a submission after the deadline of January 24 at noon ET.** However, you will be able to access the submission portal to view your completed abstract submission. You may print a copy of your submission fee receipt.

Submitting an ACR Abstract

Before submitting, please review the abstract submission instructions provided in this guide. Visit the abstract [online submission site](#) to get started.

Abstract Submission Processing Fee

The fee for submitting each abstract is **\$50**. The ACR accepts electronic payment only in the form of MasterCard, Visa, or American Express. Abstract processing fees must be in U.S. funds and are non-refundable—no exceptions. There are no refunds for rejected or withdrawn abstracts.

SUBMISSION DEADLINE: *Tuesday, January 24, 2023 at noon ET—no exceptions. No changes may be made to your submission, including author information, after the deadline.*

Awards

The ACR and ARP encourage the submission of abstracts by presenting authors who are pre-doctoral and post-doctoral students, residents, medical students, or fellows in training.

Pediatric Rheumatology Symposium (PRSYM) Abstract Award

The Pediatric Rheumatology Symposium Abstract Award provides outstanding students and residents the opportunity to attend 2023 PRSYM.

Award: Travel expenses up to \$1,000 (including air fare, hotel, and meals) plus free registration to attend 2023 PRSYM. Please check the [Foundation website](#) for the request for application.

Abstract Submission Instructions/Guidelines

Submitting an Abstract

- All abstracts must be submitted online.
- Visit the [online submission site](#) to get started.
- Submitters will be able to access complete submission instructions and guidelines via the online submission site.

Abbreviations

- Use standard abbreviations. A [list of acronyms for many common rheumatology terms](#) has been developed by an international group of rheumatology journal editors.
- Place special or unusual abbreviations in parentheses after the first time the full word appears.
- Do not abbreviate chemical compounds in the title of the abstract.
- Use numerals to indicate numbers, except when beginning sentences.

Abstract Character Limit

- **Title** character limit: 250 characters, excluding spaces
- **Body** character limit: 2,750 characters, which EXCLUDES the title, names of authors/co-authors, authors' affiliations, spacing, and disclosures.

- **Image, table, and/or graphic** limit: There is a limit of three image, table, and/or graphic uploads per submission. Uploaded tables and/or graphics do not count towards the character limit.
- References in the abstract body will be included against the character count.
- Abstracts exceeding the character limit will be considered “incomplete.” Abstracts marked “incomplete” at the close of the submission deadline will be ineligible for review.

Abstract Title

- Enter the title **in the title field only** and do not enter the title in the body of the abstract. When entered in the title field only, titles DO NOT count towards the 2,750 abstract body character limit.
- Title character limit is 250 characters, excluding spaces.
- Take special care when entering your title, as it may be published exactly as submitted.
- Titles should be brief, clearly indicating the nature of the presentation.
- Include only [commonly used acronyms](#) in the abstract title.
- Do not include a trial group name or acronym in the abstract title.
- Registry names may be included in the title.
- When entering the title, use mixed case (do not use all caps OR all lowercase). Do not put a period at the end of the title. For example:

Correct:

- **This Is a Properly Formatted Abstract Title**

Incorrect:

- **THIS IS AN IMPROPERLY FORMATTED ABSTRACT TITLE**
- **This is an improperly formatted abstract title**
- **This is an improperly formatted abstract title.**

ACR Disease Criteria

The ACR name may not be used to describe criteria unless:

- 1) The criteria have been officially endorsed by the ACR and you are using the name of the criteria as published; OR
- 2) *You have obtained the ACR’s permission* to use the ACR name in relation to a project that is in progress but not yet completed.

Incorrect use of the ACR name in regard to criteria will result in the removal of an abstract from the PRSYM Abstract Supplement, and a correction will be required to be made on the poster or presentation. Investigators involved in ACR-supported, in progress criteria projects who wish to use the ACR name should contact abstracts@rheumatology.org for further information.

Authors

- Employees or owners of ineligible companies may be the presenting author of an abstract.
- To qualify for authorship, individuals must have made substantial contributions to study conception and design; and/or substantial contributions to acquisition of data; and/or substantial contributions to analysis and interpretation of data.
- **You may not add additional authors after the deadline has passed.**
- Do not list authors or financial relationships in the body of the abstract.
- Please consult with your co-authors on how their names should appear prior to submission. You will not be able to make changes after the submission deadline.
- If the submitter makes use of the “Author Lookup” feature, **author names will be pulled directly from the ACR constituent database.** This means that author names will be formatted as they appear in the database, and if authors wish to change the way their name appears, they must log in to their account and change it in the database.
- All authors must disclose any relevant financial relationship(s) at the time of submission.
- There is no limit on the number of authors that may be included in the author block.
- See the **Disclosure Policy** section below for additional author identification instructions.

Content

- Do not use new technical words, laboratory slang, words not defined in dictionaries, or abbreviations or terminology not consistent with internationally accepted guidelines.
- Refer to the list of [commonly used acronyms](#) for recommendations on acceptable terms for scientific communication.
- Define special or unusual abbreviations the first time they are used.
- Omit all names and geographical references in the body of the abstract.
- Organize content in sections as follows:
 - **Background/Purpose:** Background or statement of purpose
 - **Methods:** Methods, materials, and analytical procedure used*
 - **Results:** Summary of the results in sufficient detail to support conclusion (never “results will be discussed”)
 - **Conclusion:** Conclusions reached

***Please Note:** *In order to make the description of patients as clear as possible and to facilitate comparisons with other studies, the Methods section should include, whenever possible, a short paragraph detailing the proportion of patients who satisfy the ACR classification criteria for the particular disease described.*

The submission form contains separate fields for each section, where content may be copy/pasted or typed directly. **You do not need to include the section titles.** After entering your submission text, you may upload images and captions separately.

Images, Tables, and Graphics

- Up to three images are allowed. Uploaded tables and/or graphics do not count towards the character limit.
- The maximum allowable size of each image is 2.5 MB.
- Images will be accepted as JPG or GIF.
- **It is recommended that all table be uploaded as an image.** This will help us ensure consistent and accurate output of your table at time of publication.
- **IMPORTANT:** Images, tables, and/or graphics exceeding the total limit of three may be marked “incomplete” at the close of the submission deadline and will be ineligible for review.

Disclosure Policy

- The ACR is committed to ensuring the PRSYM 2023 abstract program is scientifically balanced. All content will be validated via rigorous peer review, and the ACR will collect and publish all author's disclosures according to ACCME criteria and standards.
- As a CME provider accredited by the [Accreditation Council for Continuing Medical Education](#) (ACCME), the ACR must ensure balance, independence, objectivity, and scientific rigor in all its educational activities.
- The ACR requires that all individuals (moderators, reviewers, authors, planners, and others) who are in a position to control content of the abstract program disclose to the planning committee, ACR, and audience any financial relationships with ineligible companies.
 - **Ineligible Company** is considered any entity whose primary business is producing, marketing, re-selling, or distributing healthcare products used by or on patients.
 - **Relevant Financial Relationships** exists between persons in control of the content and an ineligible company during the past 24 months. The content of the education is related to the products of an ineligible company with whom the person has a financial relationship.
- If no financial relationships exist, individuals **MUST STATE** that **NONE** exists to reflect that the question was asked and answered.

Nature of Financial Relationship

None: Has no relevant financial relationship(s) with ineligible companies to disclose.

1. Advisor or Review Panel member
2. Consultant
3. Employee
4. Officer or Board Member
5. Grant/Research Support
6. Speaker/Honoraria includes speakers bureau, symposia, and expert witness
7. Independent Contractor
8. Ownership Interest
9. Royalties
10. Intellectual Property / Patents
11. Stock options or bond holdings in a for-profit corporation or self-directed pension plan
12. Other Financial or Material Support

Disclosure Statement Submission Process

- Abstracts will not be eligible for review without proper completion of the disclosure of financial relationships section on the submission form.
- Failure to disclose correctly may lead to corrective action as deemed appropriate by the ACR or ARP leadership.
- The abstract review process is blinded. The disclosure information you provide will not influence the review of your abstract.
- **Submitters may send an automated email from within the submission site to each author, inviting authors to complete their disclosures directly.**
- Presenting authors/submitters are also permitted to enter the disclosure information on behalf of each co-author during the online submission process.
 - To assist presenting authors and co-authors in deciding what is necessary to disclose online, you may download the [ACR CME Disclosure Statement and Attestation Form](#). Each co-author may choose to complete this form and return it to the presenting author/submitter.
 - Keep in mind that all disclosure information must be entered in the online submission site—the ACR does not accept paper disclosure statement forms.
- **Whether a submitter enters all disclosures or invites authors to submit disclosures, it is the responsibility of the submitter to ensure all disclosures are completed.**
- Accepted disclosures collected at the time of submission will be published on the [ACR Convergence website](#).

Involvement of Individuals Not Listed as Authors

- Names of all individuals who had a substantial role in the study or abstract preparation but are not included in the list of authors (such as a medical writer) may be disclosed in the body of the abstract.
- For each individual, please describe the activity or activities (e.g., one or more of the activities included in the [authorship criteria](#) list).

Multiple Submissions of Same Study

The same study should not be submitted as multiple abstracts. Therefore, if the abstracts in question are not different enough to be considered separate studies (specifically, if they address the same research question or present the same results), they may all be rejected.

Presentation Formats

- Abstracts are considered for plenary presentation, poster breakout presentation, or poster session presentation.
- The presenting author need not be the first author but must be a listed author.
- As English is the designated language for the meeting, the presenting author is required to speak English when presenting.
- For plenary or poster breakout sessions, only one author may present the abstract.
- If your abstract can only be presented as a poster, please check the appropriate box during the submission process.

Product Name Usage

- The non-proprietary (generic/scientific) name should be used in your abstract.
- The proprietary drug name may appear once in parentheses in the title only. It may not appear in the body of the abstract.
- If a drug has not received FDA approval, only the non-proprietary name may be used in the title and abstract content.
- Failure to comply will result in disqualification of your submission.

Research Involving Animals

The Institutional Animal Care and Use Committee (IACUC) of an institution, or a comparable body depending on country, ensures the humane treatment of animals used for research and education. If your research involved animals, you will be required to check a box during the submission process to attest that you have received the appropriate approval.

Research Involving Human Subjects

An Institutional Review Board (IRB), or a comparable ethical review board depending on country, protects the rights and welfare of people involved in research. If your research involved human subjects, you will be required to check a box during the submission process to attest that you have received the appropriate ethical review board approval.

Revisions

- You may return to the online submission site to revise your abstract until **noon ET on Tuesday, January 24, 2023**.
- After this date/time, the submission site will close and no additional changes, edits, revisions, etc. can be made to the title, content, author, or disclosure information—***no exceptions***.
- Proofread carefully to avoid errors prior to submission.
- Selected abstracts will be published online exactly as submitted.
- Should a submission contain errors or the omission of contributing author names after the deadline, presenters may opt to have the abstract withdrawn. Refer to the [Withdrawals](#) section of this guide for instructions.

Study Design Abstract Submissions

All abstracts must contain data and the interpretation of data. Therefore, a study design abstract that merely describes a prospective study is not eligible for submission.

A study design abstract could be appropriate for submission if, like any other submission, it describes a hypothesis, description of methodology, data, interpretation of data, etc. For example, one study design could be compared to another. Submit an abstract to a category based on the disease for which the study design is most relevant.

Study Sponsor Statements

- For abstracts about studies that were funded by a pharmaceutical company, biotech company, or other commercial enterprise, a "Role of the Study Sponsor" (or Sponsors) statement must be included.

- This statement describes the commercial entity's role in the conduct and reporting of the study.
- **IMPORTANT:** This applies only to **commercial enterprises**. It does not apply to **government entities** such as the National Institutes of Health (NIH) or its equivalent funding agencies in other countries, or to public or private foundations.
- Study sponsor statements will be published in electronic version only on the [ACR website](#).

Withdrawals

- After **January 24**, presenting authors may submit a request to have an abstract withdrawn.
- All requests can only be made by the **presenting author** and must be submitted via email to: withdrawn@rheumatology.org.
- **Withdrawal requests must include the following:**
 - Abstract ID Number
 - Abstract Title
 - Presenting Author's Name
- Removal of a withdrawn abstract from the online supplement of *Arthritis & Rheumatology* cannot be guaranteed if the request is received after **Wednesday, February 1**.

Need Help?

- Should you need technical support, please email support@ConferenceAbstracts.com or call (410) 638-9239 between the hours of 9 am–9 pm ET, Monday–Friday to reach a support specialist.
- For **general guideline inquiries** regarding abstract submission, email abstracts@rheumatology.org.

Abstract Review and Notification

Abstract Review

- After the submission deadline, completed abstracts will be peer reviewed by the PRSYM abstract committee according to subject categories.
- Incomplete abstracts cannot be processed and will not be reviewed.
- Revisions will not be accepted after the submission deadline—*no exceptions*.
- All reviewers are required to sign a confidentiality agreement.
- All abstracts will be blinded for review, i.e., reviewed without knowledge of the author(s), institution(s), or disclosure information.
- Accepted abstracts will be selected as either a plenary session, short oral presentation, or a poster presentation.

Abstract Acceptance/Rejection Notifications

- Both presenting authors and co-authors will receive initial notification of acceptance/rejection.
- After initial notification, co-authors will be referred to the presenting author for any additional questions. No further correspondence will occur between the ACR and co-authors unless the presenting author has been unresponsive after 30 days from first notification.

Registration & Housing

- Submission or acceptance of an abstract *does not register you or ensure hotel accommodations* for the Pediatric Rheumatology Symposium. All presenting authors are required to register for the meeting, pay the appropriate registration fees, and arrange hotel accommodations.
- As abstract presentation dates will not be finalized until early March, presenting authors should plan to attend the entire meeting.
- Scheduled abstract sessions will not be changed to accommodate travel schedules.
- Registration and housing for PRSYM attendees is open. Learn more about registration and housing on the [ACR website](#).

Part II: Abstract Submission

Abstract Embargo Policy

Accepted abstracts are available to the public online in advance of the meeting, and are published in a special online supplement of the ACR's scientific journal, [Arthritis & Rheumatology](#). Information contained in those abstracts may not be released until the abstracts appear online. Academic institutions, private organizations, and companies with products whose value may be influenced by information contained in an abstract may issue a press release to coincide with the availability of PRSYM abstracts on the [ACR/ARP abstract website](#). However, the ACR continues to require that information that goes beyond what is contained in the abstract (e.g., discussion of the abstract done as part of a scientific presentation or presentation of additional new information that will be available at the time of the meeting) is under embargo until **4:30 PM CT on March 29**.

Violation of this policy may result in the abstract being withdrawn from the meeting and other measures deemed appropriate. Authors are responsible for notifying financial and other sponsors about this policy. If you have questions about the ACR abstract embargo policy, please contact the Annual Meeting abstract staff at abstracts@rheumatology.org.

Presentation Formats

- Abstracts are considered for plenary presentation, poster breakout presentation, or poster session presentation.
- As English is the designated language for the meeting, the presenting author is required to speak English when presenting.
- If your abstract can only be presented as a poster, please check the appropriate box during the submission process.
- Submitters will be given the option to submit their abstract for consideration as a poster-only presentation during the submission process.
- The acceptance notification email will list the presentation format for each accepted abstract.

Plenary Presentation

- Plenary presentations will be 15-minute podium presentations.
- The presenter will have 12 minutes for presentation and 3 minutes for discussion.
- Presenters will be required to upload their presentations in an electronic format to an online portal where ACR administrators can access the PowerPoint presentation for review
- Plenary abstract presenters will be required to bring their presentation in an electronic format on-site as backup.
- All slides will be checked for adherence to [ACCME](#) policies by ACR staff prior to providing the presentation to the audiovisual technician on-site.

Plenary Presentation Slide Requirements

- **Slide #1 must be your title slide.**
- **Slide #2 must be your disclosure slide.** Your disclosure statement should list all commercial relationships relevant to your specific talk. Disclosures must never include the use of a trade name or a product group message.
- Do not reference any company/product brand names during your presentation. However, institution logos (e.g., non-company/product logos such as universities, non-profit associations, and government agencies) are allowed in the body of your presentation.
- Abstracts must not contain any advertising, trade names, or product group message.
- Presentations should be in widescreen (16:9) format

Poster Breakout Presentation

- Poster breakout presentations are scheduled as a combination of podium and poster presentation formats.
- The presenter will have a 5-minute podium presentation during a “breakout” session lasting 30 minutes, followed immediately by the poster viewing session in the poster hall.
- These brief talks are to introduce and highlight the work rather than discuss it in detail.
- Questions and further discussion will occur in front of the full poster.
- Presenters will be required to upload their presentations in an electronic format to an online portal where ACR administrators can access the PowerPoint presentation for review.
- All slides will be checked for adherence to [ACCME](#) policies by ACR staff prior to providing the presentation to the audiovisual technician onsite.
- Presenters will be required to bring their poster to the poster hall by noon CT on Thursday, March 30.
- Breakout posters will be displayed in the Poster Breakout Session section of the poster hall area. Presenters will be scheduled to present at their poster from:
 - Thursday, March 30th
 - 6:00 PM – 7:00 PM CT
 - Friday, March 31st
 - 5:00 PM – 6:00 PM CT
 - Saturday, April 1st
 - 4:15 PM – 5:15 PM CT

Immediately following their poster breakout session. For additional poster presentation specifications, please see the **Poster Presentation Specifications** section below.

Poster Session Presentation

- Poster presentations facilitate one-on-one interaction between the presenters and attendees.
- Poster sessions will be held from 6:00 PM – 7:00 PM CT on Thursday, March 30, 5:00 PM – 6:00 PM CT on Friday, March 31, or 4:15 PM – 5:15 PM CT on Saturday, April 1.
- Presenters will be scheduled to present at their poster in only one viewing session.

ACR Poster Presenter Expectations

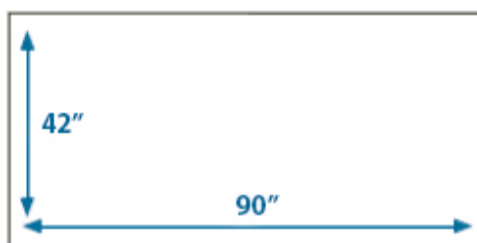
- Presenting authors must be available at their poster during the times of their designated poster session to answer questions from attendees.
- Please note that the ACR will be monitoring posters during the presentation hours in an effort to make certain that the ACR is meeting the educational needs and expectations of attendees.
- Please note: The ACR does not have an official poster printing partner and will not offer a poster printing and hanging service in New Orleans, LA.

Poster Hanging and Dismantling Times:

- Posters must be mounted by noon CT on Thursday, March 30 and dismantled after 5:15 PM CT on Saturday, April 1 as outlined in the abstract acceptance notification.
- **IMPORTANT:** The ACR will promptly remove and recycle all posters not picked up by 6:15 PM CT on Saturday, April 1.
- Unclaimed posters will not be stored by the ACR.

Poster Presentation Specifications:

- The backboard panel for each poster presentation board measures 42 inches (106.7 cm) high and 90 inches (228.6 cm) wide:



- Posters should be printed horizontally and not exceed the size of the presentation board, 42" x 90".
- A copy of the accepted abstract must be included in the poster or made available to attendees in non-electronic form.
- Text and illustrations must be readable from distances of at least three feet. Use lightweight materials only; heavy articles are difficult to secure.
- Disclosures must never include the use of a trade name or a product group message and must be listed once at the bottom of the poster.

- Posters may be broken down into several smaller portions, but must not exceed the size of the presentation board.
- Push pins to mount materials will be available on-site.
- No audiovisual, projection, or computer equipment requiring electrical power will be permitted in the poster session area.
- Poster presenters are permitted to include a [QR Code](#) on their poster that allows attendees to scan the code and view the uploaded poster as an electronic copy:



QR Code Tips

- A QR code is a two-dimensional barcode that is readable by smartphones. It allows you to encode a PDF of your poster presentation into a two-dimensional barcode.
- QR codes may be used to share a PDF of your poster presentation with the attendees in lieu of paper handouts.
- To create a QR code, simply search the web for one of the many free online QR code generators.
- ACR staff will be unable to provide assistance with creating QR codes.
- Attendees access the poster from their smartphones by scanning the QR code that you have displayed on your poster.
- QR code readers are available in the Apple App Store and Google Play.

Presenting Author Responsibilities

At the time of submission, a presenting author must be designated. English is the required language for all meeting presentations.

The presenting author will be the sole point of contact for information regarding the submission and is responsible for the following:

- Ensuring each co-author is aware of the content of the abstract and supports its data. Failure to receive approval from each co-author will result in the abstract being disqualified.
- Ensuring each co-author is aware of the disclosure requirements.
- Adhering to the [Abstract Disclosure Policy](#) and obtaining disclosure information from all co-authors.
- Forwarding ACR policies to each co-author.
- Notifying each co-author of any changes to the program, as communicated by the ACR or ARP, in a timely manner.
- Presenting the abstract or arranging for a co-author to present the abstract if it is selected. (Only co-authors listed on the accepted abstract may serve as an alternate presenting author.)
- Appointing a co-author to present the abstract in your absence if a schedule conflict is identified before the meeting (i.e., if you have accepted an invitation to participate as an invited speaker or moderator). The ACR will not collect alternate presenter information or make any presenting author corrections to publications.
- Complying with stipulated responsibilities or be subject to corrective action as deemed appropriate by the ACR or ARP leadership.

Abstract Session Schedule Conflicts Policy

- Abstract session and presentation schedules cannot be changed.
- Invited speaker and moderator schedules cannot be changed to accommodate abstract oral or poster presentations.

Presenting Author Affirmations

- The ACR does not condone presentations given by an invited presenter who has not been intimately involved in the development of the data and who cannot meet the criteria for authorship.
- To be eligible to present, presenting authors will be required to confirm agreement with the following affirmation statements at the time of submission:
 - I confirm I had full access to all of the data in the study and take responsibility for the integrity of the data and the accuracy of the data analysis, and approved the data for presentation.
 - I confirm I made significant contributions to the study design, analysis, or interpretation of results.

Scientific Integrity and ACR Policy Regarding Third-Party Bias

- In accordance with ACR policy, abstracts selected for oral or poster presentation must be scientifically balanced.
- Do not reference any company/product brand names during your presentation. University, non-profit association, or government agency logos are allowed in the body of your presentation.
- The ACR requires that educational materials, such as slides, abstracts, and handouts, not contain any advertising, trade names, or a product group message.
- Disclosures must never include the use of a trade name or a product group message.
- For oral presentations, disclosures must be listed on the second slide of each presentation.
- For poster presentations, disclosures must be listed once at the bottom of the poster.

Part III: Abstract Permissions Policies

Abstract Embargo Policy

Accepted abstracts are made available to the public online in advance of the meeting and are published in a special online supplement of [Arthritis & Rheumatology](#). Information contained in those abstracts may not be released until the abstracts appear online. Academic institutions, private organizations, and companies with products whose value may be influenced by information contained in an abstract may issue a press release to coincide with the availability of an ACR abstract on the [ACR website](#). However, the ACR continues to require that information that goes beyond that contained in the abstract (e.g., discussion of the abstract done as part of a scientific presentation or presentation of additional new information that will be available at the time of the meeting) **is under embargo until 4:30 PM CT on Wednesday, March**

29. However, it is permitted to display posters during the CARRA meeting prior to the lifting of the embargo.

Violation of this policy may result in the abstract being withdrawn from the meeting and other measures deemed appropriate. Authors are responsible for notifying financial and other sponsors about this policy. If you have questions about the abstract embargo policy, please contact the ACR public relations department at pr@rheumatology.org.

Copyright Policy

The Annual Meeting is a private event. Programs presented at the meeting are for the education of attendees and purchasers of recorded presentations as authorized by the American College of Rheumatology. The information and materials displayed and presented during this meeting are the property of the ACR and the presenter and cannot be photographed, copied, photocopied, transformed to electronic format, reproduced, or distributed without written permission of the American College of Rheumatology and the presenter. Any use of the program content for commercial purposes, which includes, but is not limited to, oral presentations, audiovisual materials used by speakers, and program handouts, without the written consent of the ACR is prohibited. This policy applies before, during, and after the meeting. The ACR will enforce its intellectual property rights and penalize those who infringe upon it.

Media

Credentialed media attend the Pediatric Rheumatology Symposium to cover stories for consumer, trade, and other media outlets and are easily identified by their black press ribbons. Media has access to all general sessions and limited access (at the discretion of speakers) to roundtable sessions. Media may use handheld audio recorders and still cameras (assuming that intellectual property copyrights are respected); moving video recording is also permitted with the permission of the presenter(s). The exception to this policy is that no photos or video are allowed in the Exhibit Hall or Poster Hall without permission from the exhibitor or poster presenter. Attendees who have questions about the ACR's media policies should contact the public relations department at pr@rheumatology.org.

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For the purposes of this statement, the term **ACR Abstracts** refers to all PRSYM abstracts as published in *Arthritis & Rheumatology* and posted online.

For the purposes of this statement, the term **ACR Posters** refers to the accepted abstract **POSTER PRESENTATIONS** as presented in the poster hall during PRSYM. **This does not include abstract text published in the online supplement of *Arthritis & Rheumatology*.** All **ACR Posters** are the property of the ACR and the presenting author and cannot be reproduced or distributed without written permission from the ACR and the presenting author.

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For the purposes of this statement, the term “presenting author” refers to the author who is designated as the individual who will present the work during PRSYM, as identified through the abstract submission process.

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Approval Process for ACR Abstracts

- Excerpts of ACR Abstracts may not be reproduced without the prior written permission of the publisher.
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- Reprint requests for the actual poster abstract text published in the *Arthritis & Rheumatology* supplement are considered **ACR Abstracts** and must be submitted to Wiley (see approval process above).
- Requests to reproduce individual ACR posters, poster figures, or booklets of two or more poster presentations must be submitted via email to abstractreprints@rheumatology.org.
- Poster reproduction requests must include the following:
 - Abstract ID Number
 - Abstract Title
 - Presenting Author’s Name
 - A copy of Presenting Author’s written approval (email approval is acceptable)

Reproducing ACR Abstracts and Posters for Dissemination Prior to PRSYM

- Requests to reproduce abstracts for dissemination prior to PRSYM *will not be approved*.
- Per the [ACR Embargo Policy](#), academic institutions, private organizations, and companies with products whose value may be influenced by information contained in an abstract may issue a press release to coincide with the availability of an abstract online.
- Permission to issue a press release does not require ACR approval. However, it must comply with the [ACR Embargo Policy](#); violation of this policy may result in the abstract being withdrawn from the meeting or other measures deemed appropriate.
- For more information regarding press releases, please contact the ACR public relations department at pr@rheumatology.org.

Reproducing ACR Abstracts and ACR Poster Presentations for Dissemination During PRSYM

Following approval (see [approval process](#)), guidelines for exhibiting organizations are as follows:

- Exhibiting organizations may disseminate copies of individual ACR Abstracts from its exhibit space. Booklets of abstracts (e.g., two or more) may not be produced. **Any list of QR codes or links to multiple abstracts hosted anywhere other than acrabstracts.org is considered a booklet, and is prohibited.**
- Exhibiting organizations may disseminate information summaries (title/date/time/poster number) of ACR Abstracts from its exhibit space.
- Summaries may not reference company or product names. Requests for approval must be submitted in writing to abstractreprints@rheumatology.org.
- Presenting authors may disseminate individual copies of their ACR Poster during their assigned poster presentation time.
- Dissemination must be limited to the area directly in front of their assigned poster space and may not interfere with other poster presentations.
- An electronic copy of the poster may be provided via a QR code generated by the presenter and included on the poster.

Reproducing ACR Abstracts and ACR Poster Presentations for Dissemination After PRSYM

Following approval ([see approval process](#)), the ACR permits ACR Abstracts (i.e., all abstract content published in the online supplement) to be reprinted and disseminated following PRSYM.

- Booklets of abstracts (e.g., two or more) must include the following statement on the front of the booklet: *Abstracts reprinted from the Pediatric Rheumatology Symposium, held March 29 – April 1, 2023. The American College of Rheumatology does not guarantee, warrant, or endorse any commercial products or services. Reprinted by (insert name of supporting company).*
- Booklets cannot contain corporate or product logos or any advertisements. **No exceptions.**

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Following approval from the presenting author and the ACR, copies of actual ACR poster presentations (i.e., images of the poster presentation hung in the poster hall) may be reproduced.

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- Requests to reproduce individual ACR posters or booklets of poster presentations (e.g., two or more) must be submitted via email to abstractreprints@rheumatology.org.
- **Poster reproduction requests must include the following:**
 - Abstract ID Number
 - Abstract Title
 - Presenting Author's Name
 - A copy of the Presenting Author's written approval (Please note: An email approval from the Presenting Author is acceptable)
- **IMPORTANT:** The ACR does not retain and cannot provide poster presentation images.
- The following statement must be listed under each poster reprint:

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Media Access

Credentialed media attend PRSYM to cover stories for consumer, trade, and other media outlets and are easily identified by their black press ribbons. Approved members of the press have access to all general sessions, the Exhibit Hall, and Poster Hall. Filming in sessions, the Exhibit Hall, and Poster Hall is strictly prohibited. Handheld audio recorders may be used in sessions for the sole purpose of reporting accuracy, assuming all intellectual property rights will be respected. Photos may be taken within sessions and of individual posters and exhibits with permission of the presenter or exhibitor. For more information about the ACR's media policies, contact the public relations department at pr@rheumatology.org.

Attendee Photographs and Video Recording Policy

The ACR encourages the dissemination of educational content to benefit others. Our presenters have the right to request no photographs during their session and can announce this directly to attendees and/or include an icon to indicate their preference (see icon below). If permitted, photos must be captured in a non-disruptive manner so as not to disturb the presenter and other learners and should be for personal, non-commercial use. Flash photography, video recording, and live streaming of any PRSYM materials, including posters, exhibits, and all presentations are strictly prohibited.



Disclosure and Content Use

It is suggested, when referencing disclosures in the reprints, that the ACR's disclosure key be added to provide adequate context for abstracts:

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16. Officer or Board Member

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19. Independent Contractor

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- Any use of the program content, which includes but is not limited to oral presentations, audiovisual materials used by speakers, and program handouts, without the written consent of the ACR is prohibited.
- This policy applies before, during, and after the meeting.
- The ACR will enforce its intellectual property rights and penalize those who infringe upon it.

Publication

- Accepted abstracts will be published in an online supplement of [*Arthritis & Rheumatology*](#), an official journal of the American College of Rheumatology.
- All accepted abstracts will be available on the ACR's website several weeks before PRSYM