

IRISH ASSOCATION FOR PALLIATIVE CARE

**24th Annual Education & Research Seminar**

**Integration and Innovation across the life span**

**Tuesday 11th February 2024**

# Guidelines for Oral Presentations

Oral presentations will be presented in person Tuesday 11th February 2025. Please have your final presentation emailed to admin@iapc.ie **by 20th** **January 2025**. Each oral presentation should be no more than 8 minutes followed by a live 2 minutes of questions and answers.

Please use the following headings when preparing your presentation.

***Research Abstracts***

* *Title, Authors, Institutional Address* (with or without logo)
* *Background:* Brief outline of essential information necessary to understand the study and its purpose.
* *Aim(s) and Objective(s) of the study:* the research question(s) or hypothesis(es) clearly and succinctly stated.
* *Methods*: briefly outline how the study was carried out and the data analysed.
* *Findings/Results*: Using graphs or tables briefly illustrate the results of the study providing clear and informative legend.
* *Conclusion:* This should reflect information presented only.

***Case Studies***

* *Title, Authors, Institutional Address* (with or without logo).
* *Background:* Identify the issue the case study/report addresses, why this case is important, current knowledge on the topic, and some indication of the case relevance to practice and research.
* *Case Presentation:* Presenting features of the case(s) and working/differential diagnoses. Brief summary of case(s) history, examinations and investigations.
* *Management and Outcomes:* Details of any treatment/intervention given and a description of the course/outcome(s) of the clinical issue(s) being reported. Description of case(s) outcome. Details of any outcome measures used.
* *Discussion/ Learning Points/ What this Study Adds:* Description of lessons learnt from the case(s) and implications for future clinical practice or research. It is particularly important that the learning points from the case are clearly spelt out.
* *Conclusions*: Identify how the aims have been met.

***Clinical Audits***

* *Title, Authors, Institutional Address* (with or without logo).
* *Background & rationale for audit:* The title should reflect the essence of the audit being presented with reference to the population in question and audit cycle.
* *Aim(s):* Clear and succinctly expressed aims that are specific, measurable, achievable, realistic & time limited
* *Standard(s):* Clear evidence based standards identified & selected for audit. Fully compliant with SMART guidance
* *Methodology:* This should reflect all the appropriate elements for methodology in question.
* *Conclusions, Recommendations and Action Plan:* Conclusions excellently described with logical flow from audit aim(s). Recommendations specific, time limited and plan for re-audit is specified. Action plan outlined which flows logically from specified aim.
* *Results & Re-Audit of Implemented Recommendations:* There should be evidence in the abstract that a re-audit cycle was completed and that implemented changes were examined and a set of new recommendations and action plans are laid out.

**Quality Improvement Projects**

The abstract review group will base its decisions on the assessment of all abstract reviewers. All abstracts will be blindly reviewed by at least three reviewers taking the following criteria into account:

* *Background & rationale for QUALITY IMPROVEMENTS project (problem to be addressed)*
* Aims and Objectives - clearly stated aims and objectives
* *Methodology:* This should include measures, interventions and analysis of data.
* *Results:* Initial steps of the intervention(s) and their evolution over time including modifications made. Details of the process measures and outcomes. Associations between outcomes, interventions, and organisational elements. Unintended consequences. Observed associations between outcomes, interventions and organisational elements.
* *Originality of Project*
* *Contribution to Palliative Care practice/policy* – all abstracts should demonstrate a contribution to palliative care practice or policy
* *Conclusions, Sustainability, Next Steps:* How far did the QUALITY IMPROVEMENTS project go to address the identified issue. Usefulness of the work, sustainability, potential for spread to other contexts, implications for practice and for further study in the field, suggested next steps.
* *Contribution to Palliative Care practice/policy* – all abstracts should demonstrate a contribution to palliative care practice or policy

**ALL PRESENTATIONS MUST BE RECEIVED BY 20th JANUARY 2025**

**EMAIL TO** **ADMIN@IAPC.IE**

# #palcaresem25