

## Thank you for your interest in presenting a poster at the 10<sup>th</sup> Annual Middle Tennessee Antimicrobial Stewardship Symposium.

This document contains detailed instructions on formatting your poster abstract, developing content for your abstract, and other pertinent information. **Read this document in its entirety before submitting your abstract for consideration.**

### **ABSTRACT CLASSIFICATIONS**

<b>Research Projects</b>	<b>Best Practice Reports</b>
Describes original research or quality improvement projects, including those studying the effects of antimicrobial stewardship program interventions in the realm of antimicrobial optimization, infectious disease laboratory diagnostics and their impacts on patient outcomes, and antimicrobial days of therapy or other relevant process metrics.	Describes innovative or improved services, interventions or programmatic practices in the realm of antimicrobial stewardship that have not been formally evaluated but are of such relevance to the local antimicrobial stewardship community they should be presented. Integrative and systematic reviews are also acceptable.
<b>Research projects must include Background, Methods, Results, and Conclusion.</b>	<b>Best Practice Reports must include Background of Problem, Intervention/Methods/Implementation, Rationale, and Implications for your facilities and other antimicrobial stewardship programs.</b>

### **ABSTRACT REQUIREMENTS**

- ✓ Supports a topic that is relevant to the [objectives of the Symposium](#)
- ✓ Is a maximum of 500 words (excluding the title and authors' names and affiliations)
- ✓ Contains NO proprietary (brand) names; instead, uses generic names
- ✓ Spells out all medical/pharmaceutical acronyms and uses standard abbreviations
- ✓ NOT written in outline form. Abstracts written in outline form will not be accepted.
- ✓ Is supported by scientific merit. Methodology is consistent with sound research design; study is designed in a manner likely to answer the research questions; research questions are aligned with proposed data collection and conclusion.
- ✓ A balanced presentation that is non-promotional in nature and is free of commercial bias. Abstracts written in a manner that promotes a company, service, or product will not be accepted.
- ✓ NOT submitted by or on behalf of a vendor, an exhibitor, or an ACPE-defined "ineligible company." (Companies whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients.)
- ✓ Research Projects must include: Background, Methods, Results, Conclusions
- ✓ Best Practices must include: Background of Problem, Intervention/Methods/Implementation, Rationale, Implications for your facility's and other antimicrobial stewardship programs

### **SUBMISSION DEADLINE**

**March 23, 2026, at 12noon (Central)** – Abstracts must be complete and submitted by this date; no new submissions or edits will be accepted after this deadline. The Symposium committee will not edit abstracts. Incomplete abstracts will be deleted from the system. Research projects **must** include results at time of submission **or** a note indicating that results will be submitted **no later than Wednesday, April 22, 2026**. The Symposium Committee reserves the right to deny a poster for presentation if results are not submitted or are still incomplete by April 22<sup>nd</sup>.

**Note:** Encore presentations of works presented at national meetings will be accepted with permission from the organization at which this presentation was originally presented. Encore presentations of works presented at state society conferences or conferences outside the US are permissible.

### **CONFIRMATION OF SUBMISSION**

Be sure to click the "Submit" button at the end of the submission form to submit the abstract. You will automatically receive a confirmation email with your submission details. Please save it for your records.

### **NOTIFICATIONS**

The week of April 6, 2026, please expect to receive an email notification indicating whether your abstract has been selected to be part of the poster presentation, as well as instructions for presenting. Please note that the poster presentations will be digital (screen-casted to a large-screen TV). The Committee will provide a limited number of laptops to assist with screen-casting, though please feel free to bring your own laptop, if preferred. You are responsible for bringing your poster in a format appropriate for viewing on-screen, as well as sending the final version of your poster to [pharmacyce@belmont.edu](mailto:pharmacyce@belmont.edu) in advance as a back-up.

All correspondence including confirmations, acceptance, and reminders will be sent only to the primary author's email address, as it was submitted with the abstract. It is the primary author's responsibility to notify the co-authors of the status of the submission. Notification emails will come from [pharmacyce@belmont.edu](mailto:pharmacyce@belmont.edu).

### **MEETING REGISTRATION and CANCELLATIONS**

#### **Meeting Registration**

The primary author of an accepted poster may receive the following registration discount:

- 50% off of registration for General Registrants & Belmont affiliates. (Registration fees are \$100 & \$75, respectively.)
- Waived registration for students, residents, and fellows (Registration fees for students, residents, and fellows is \$50.)

If your submission is selected for the Poster Presentation, you must register to attend the Symposium no later than **April 20, 2026 (12noon Central)**. However, we highly encourage you to register to attend the Symposium as soon as possible, even before you receive a notification letter from the Poster Chairperson. If your poster is accepted, the Committee will refund you according to the fee schedule noted above.

#### **Withdrawals/Cancellations**

Written notification is required for all submission withdrawals. Only the primary author may withdraw a submission. Send your withdrawal request to [pharmacyce@belmont.edu](mailto:pharmacyce@belmont.edu), and include your name and presentation title no later than **April 24, 2026**.

### **CONTACT INFORMATION**

If you have questions regarding your submission, please send an email to [pharmacyce@belmont.edu](mailto:pharmacyce@belmont.edu). Include your name, title of submission, and that your question involves the poster presentation. The Symposium Committee will provide information to the primary author only.

### **REMINDERS**

- The Symposium is scheduled for Friday, May 1, 2026, at Belmont University in Nashville, TN.
- The poster presentation session is in-person and scheduled for 1:00-1:30pm (Central).

**[Click Here to Submit Your Abstract](#)**