



PROGRESS IN
REHABILITATION
RESEARCH #PIRR2016
TRANSLATION TO
CLINICAL PRACTICE



I N T E R D I S C I P L I N A R Y

SUBMISSION WORKSHEETS

All submissions must be submitted online via the ACRM Annual Conference System (<https://www.eiseverywhere.com/eSites/150174/Welcome>). Use the login screen to create your profile for your submission.

Additional information about the Call for Proposals including important dates may be found at:
<http://www.acrm.org/meetings/2016-annual-conference/call-for-proposals-2016/>

To facilitate your submission, use this worksheet to help you compose your answers. Type up your responses in a document and then, copy/paste your responses into the online submission form. You may copy and paste text only (no graphics) from a word processing program such as Microsoft® Word.

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PRE-CONFERENCE INSTRUCTIONAL COURSES

Information Requested – Instructional Courses		Instructions or Notes
1	<p>Choose the thematic or topical area for your abstract from the list below:</p> <ul style="list-style-type: none"> – Instructional Courses – Symposia – Research Papers and Posters – Systematic and Meta-Analytic Review Papers and Posters 	
2	<p>Choose the presentational form of your abstract content from the list below:</p> <ul style="list-style-type: none"> – Lecture – Hands-on Workshop – Workgroups – Demonstration – Panel Discussion – Case Study Presentation – Other 	<ul style="list-style-type: none"> ▪ If you selected “Other” as a presentation type in step two, describe it concisely in the space below.
3	<p>Focus</p> <ul style="list-style-type: none"> – Training/instruction in new knowledge/skills (attendees will develop new competencies that can be applied in practice or research) – In-depth information communication/knowledge translation (course is intended primarily to impart information) 	<ul style="list-style-type: none"> ▪ Select one
4	Requested duration in hours	<ul style="list-style-type: none"> ▪ NOTE: Courses should be 4 hours (half-day) or 8 hours (full-day). Full day courses include a 1-hour break at mid-day. Proposed course content and scope must justify the requested duration.
5	Faculty (with positions and affiliations) of proposed instructional course	<ul style="list-style-type: none"> ▪ You must have multiple presenters for an instructional course.

Information Requested – Instructional Courses		Instructions or Notes
6	Identify all participants in this Abstract and ensure all requirements are met	<p>NOTE: The order of the participants is the order in which they will be published.</p> <p>Directions:</p> <ol style="list-style-type: none"> 1. Add participants to the table below until all individual contributors to this abstract have been entered 2. Click the participant’s role entry to set or unset them as a Presenter 3. Use the ordering buttons to set the sequence in which contributors will be listed 4. The Actions section shows each of the areas that must be completed (only presenters are required to supply disclosure) before a participant will be “done.” Click an area to update or complete it. <ol style="list-style-type: none"> a. Actions for each presenter include: <ul style="list-style-type: none"> – Contact Information (including professional address) – Education – CV or Resume – Brief Biographic Sketch (Should establish the presenter’s qualifications [e.g., training, experience, publications, current position] as an expert in the topic area.) – Photo – Affiliations – Disclosure <ul style="list-style-type: none"> ▪ Once all contributors are “done,” you may proceed to submit this abstract.
7	Read the following and check the box when you are ready to continue: By checking this box I understand that the order of participants specified in the participants table is the order in which they will be published in the Conference Program.	<ul style="list-style-type: none"> ▪
8	Title of Abstract	<ul style="list-style-type: none"> ▪ Title must be 15 or fewer words in length ▪ Capitalize the first letter of every word in the title, including “with” and “from,” and all prepositions of four or more letters.
9	Body of Abstract	<ul style="list-style-type: none"> ▪ Body must be 500 or fewer words in length ▪ You may copy and paste text only (no graphics) from a word processing program such as Microsoft® Word.
10	Learning Objectives	<ul style="list-style-type: none"> ▪ A minimum of three (3) learning objectives are required. ▪ Do not number your objectives or paste tabs in the fields below. Omit boilerplate text such as “The learner will be able to...”
11	Supply abbreviated description as it will appear in the conference materials	<ul style="list-style-type: none"> ▪ Description must be 100 or fewer words in length. ▪ Ensure your description will attract your target audience to attend the course.
12	Course Outline - provide title, presenter, time allotment, and brief outline of each presentation.	<p>Example Outline: An Introduction to Cartesian Dualism René Descartes</p>

Information Requested – Instructional Courses		Instructions or Notes
		15 min. <ol style="list-style-type: none"> 1. Origin of dualism 2. Interactionism as an alternative viewpoint 3. The pineal gland as the bridge between brain and mind
13	Please upload your Reference List (lists of works cited)	<ul style="list-style-type: none"> ▪ Word or PDF uploads allowed ▪ Contains a complete list of all sources (books, journal articles, websites, etc.) that have been directly cited in you presentation
14	Primary content topic: <ul style="list-style-type: none"> – Brain Injury – Cancer Rehabilitation – Clinical practice (assessment, diagnosis, treatment, knowledge translation/EBP) – Geriatric Rehabilitation – Health/disability policy, ethics, advocacy – International – Measurement – Military and Veterans Affairs – Neurodegenerative disease (e.g., MS, Parkinson’s disease) – Neuroplasticity (includes neuroscience) – Pain – Pediatric Rehabilitation – Spinal Cord Injury – Stroke – Technology (e.g. prosthetics/orthotics, robotics, assistive technology) – Other (specify below) 	<ul style="list-style-type: none"> ▪ Select the primary content topic for your proposal.
15	Secondary content topic	<ul style="list-style-type: none"> ▪ Select the secondary content topic for your proposal.
16	Select other content topics that apply.	<ul style="list-style-type: none"> ▪ Do not include primary or secondary content topics from above
17	“Other” selection (above): detail in the space below	
18	Intended target audience	<ul style="list-style-type: none"> ▪ Please describe the optimal attendees for course. Be as specific as possible; for example, list relevant job titles, credentials.
19	Target audience associations	<ul style="list-style-type: none"> ▪ Please include local, regional, national and international associations. ACRM may seek to partner with these associations to help drive registration for this course.
20	Target audience media sources	<ul style="list-style-type: none"> ▪ List the online newsletters, e-mail lists, blogs, and other media Web sites or sources that the target audience is likely to be reading.

Information Requested – Instructional Courses		Instructions or Notes
21	Key Words	<ul style="list-style-type: none"> ▪ Authors must include 3 to 5 key words from NLM’s Medical Subject Headings (MeSH) (http://www.nlm.nih.gov/mesh/)
22	Will the individual submitting the abstract be the main point of contact?	
23	If you answered “no” to the previous question, indicate the contact information for the main point of contact.	<ul style="list-style-type: none"> ▪ First/Last Name ▪ Email ▪ Phone
24	Is there a limit to the number of attendees? Yes/No	
25	If you answered “yes” to the previous question, indicate the maximum number of participants permitted:	
26	Is there a minimum number of attendees? Yes/No.	
27	If you answered “yes” to the previous question, indicate the minimum number of participants:	
28	All session rooms will be set theater style with a podium and head table for the presenter. Will your presentation require a different set up?	
29	If you answered “yes” to the previous question, indicate the preferred set up.	<p>Please indicate from the following option:</p> <ul style="list-style-type: none"> ▪ Classroom ▪ Conference Style ▪ U-Shape ▪ Multiple Workstations ▪ Other
30	All sessions will contain a laptop and a projector for your presentation. Please indicate any additional audio visual requirements.	<ul style="list-style-type: none"> ▪ Microphone ▪ Audio Capability ▪ Video Capability ▪ Other
31	Agreement with the following is required for abstract submission: I agree to allow ACRM to audio or video record my presentation and use and distribute the recording and slide presentation as part of ACRM related web based programs and other activities. I warrant that the presentation and slides are my own original work or I have obtained the owner's permission to grant this permission to ACRM.	
32	Save Abstract progress or lock and submit for review	<p>You must click the “Save and Submit” button for your Abstract to be submitted for review.</p> <p>Please note that it can take up to 1 minute to process your submission.</p>

SYMPOSIA

Information Requested - Symposia		Instructions or Notes
1	Choose the thematic or topical area for your abstract from the list below: <ul style="list-style-type: none"> - Instructional Courses - Symposia - Research Papers and Posters - Systematic and Meta-Analytic Review Papers and Posters 	
2	Choose the presentational form of your abstract content from the list below: <ul style="list-style-type: none"> - Lecture - Hands-on Workshop - Workgroups - Demonstration - Panel Discussion - Case Study Presentation - Other 	<ul style="list-style-type: none"> ▪ If you selected "Other" as a presentation type in step two, describe it concisely in the space below.
3	Focus <ul style="list-style-type: none"> - Training/instruction in new knowledge/skills - In-depth information communication/knowledge translation 	<ul style="list-style-type: none"> ▪ Select one
4	Faculty (with positions and affiliations) of proposed symposium	<ul style="list-style-type: none"> ▪ You must have more than one presenter.

Information Requested - Symposia		Instructions or Notes
5	Identify all participants in this Abstract and ensure all requirements are met	<p>NOTE: The order of the participants is the order in which they will be published.</p> <p>Directions:</p> <ol style="list-style-type: none"> 5. Add participants to the table below until all individual contributors to this abstract have been entered 6. Click the participant's role entry to set or unset them as a Presenter 7. Use the ordering buttons to set the sequence in which contributors will be listed 8. The Actions section shows each of the areas that must be completed (only presenters are required to supply disclosure) before a participant will be "done." Click an area to update or complete it. <ol style="list-style-type: none"> a. Actions for each presenter include: <ul style="list-style-type: none"> ▪ Contact Information (including professional address) ▪ Education ▪ CV or Resume ▪ Brief Biographic Sketch (Should establish the presenter's qualifications [e.g., training, experience, publications, current position] as an expert in the topic area.) ▪ Photo ▪ Affiliations ▪ Disclosure 9. Once all contributors are "done," you may proceed to submit this abstract.
6	Read the following and check the box when you are ready to continue: By checking this box I understand that the order of participants specified in the participants table is the order in which they will be published in the Conference Program.	<ul style="list-style-type: none"> ▪
7	Title of Abstract	<ul style="list-style-type: none"> ▪ Title must be 15 or fewer words in length ▪ Capitalize the first letter of every word in the title, including "with" and "from," and all prepositions of four or more letters.
8	Body of Abstract	<ul style="list-style-type: none"> ▪ Body must be 500 or fewer words in length.
9	Learning Objectives	<ul style="list-style-type: none"> ▪ A minimum of three (3) learning objectives are required. ▪ Do not number your objectives or paste tabs in the fields below. Omit boilerplate text such as "The learner will be able to..."
10	Supply abbreviated description as it will appear in the conference materials	<ul style="list-style-type: none"> ▪ Description must be 100 or fewer words in length. ▪ Ensure your description will attract your target audience to attend the course.

Information Requested - Symposia		Instructions or Notes
11	Symposium Outline - provide title, presenter, time allotment, and brief outline of each presentation.	<p>Example Outline:</p> <p>An Introduction to Cartesian Dualism René Descartes 15 min.</p> <ul style="list-style-type: none"> - Origin of dualism - Interactionism as an alternative viewpoint - The pineal gland as the bridge between brain and mind
12	Please upload your Reference List (lists of works cited)	<ul style="list-style-type: none"> ▪ Word or PDF uploads allowed ▪ Contains a complete list of all sources (books, journal articles, websites, etc.) that have been directly cited in you presentation
13	<p>Primary content topic</p> <ul style="list-style-type: none"> - Brain Injury - Cancer Rehabilitation - Clinical practice (assessment, diagnosis, treatment, knowledge translation/EBP) - Geriatric Rehabilitation - Health/disability policy, ethics, advocacy - International - Measurement - Military and Veterans Affairs - Neurodegenerative disease (e.g., MS, Parkinson's disease) - Neuroplasticity (includes neuroscience) - Pain - Pediatric Rehabilitation - Spinal Cord Injury - Stroke - Technology (e.g. prosthetics/orthotics, robotics, assistive technology) - Other (specify below) 	<ul style="list-style-type: none"> ▪ Select the primary content topic for your proposal.
14	Secondary content topic	<ul style="list-style-type: none"> ▪ Select the secondary content topic for your proposal.
15	Select other content topics that apply.	<ul style="list-style-type: none"> ▪ Do not include primary or secondary content topics from above
16	"Other" selection (above): detail in the space below	
17	Key Words	<ul style="list-style-type: none"> ▪ Authors must include 3 to 5 key words from NLM's Medical Subject Headings (MeSH) (http://www.nlm.nih.gov/mesh/)
18		

Information Requested - Symposia		Instructions or Notes
19	Will the individual submitting the abstract be the main point of contact?	
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24	If you answered “yes” to the previous question, indicate the minimum number of participants:	
25	All session rooms will be set theater style with a podium and head table for the presenter. Will your presentation require a different set up?	
26	If you answered “yes” to the previous question, indicate the preferred set up.	<p>Please indicate from the following option:</p> <ul style="list-style-type: none"> ▪ Classroom ▪ Conference Style ▪ U-Shape ▪ Multiple Workstations ▪ Other
27	All sessions will contain a laptop and a projector for your presentation. Please indicate any additional audio visual requirements.	<ul style="list-style-type: none"> ▪ Microphone ▪ Audio Capability ▪ Video Capability ▪ Other
28	Agreement with the following is required for abstract submission: I agree to allow ACRM to audio or video record my presentation and use and distribute the recording and slide presentation as part of ACRM related web based programs and other activities. I warrant that the presentation and slides are my own original work or I have obtained the owner's permission to grant this permission to ACRM.	
29	Save Abstract progress or lock and submit for review	<p>You must click the “Save and Submit” button for your Abstract to be submitted for review.</p> <p>Please note that it can take up to 1 minute to process your submission.</p>

RESEARCH PAPERS AND POSTERS

	Information Requested – Research Papers and Posters	Instructions or Notes
1	Choose the thematic or topical area for your abstract from the list below: <ul style="list-style-type: none"> - Instructional Courses - Symposia - Research Papers and Posters - Systematic and Meta-Analytic Review Papers and Posters 	
2	Choose the presentational form of your abstract content from the list below: <ul style="list-style-type: none"> - Poster - Oral Presentation - Either Oral Presentation or Poster 	<ul style="list-style-type: none"> ▪ Click to view the Instructions for Authors for Structured Abstracts in the Archives of PM&R for more information (http://www.acrm.org/wp-content/uploads/pdf/instructions_for_structured_abstracts.pdf)
3	Identify all participants in this Abstract and ensure all requirements are met	<p>NOTE: The order of the participants is the order in which they will be published.</p> <p>Directions:</p> <ol style="list-style-type: none"> 10. Add participants to the table below until all individual contributors to this abstract have been entered 11. Click the participant’s role entry to set or unset them as a Presenter 12. Use the ordering buttons to set the sequence in which contributors will be listed 13. The Actions section shows each of the areas that must be completed (only presenters are required to supply disclosure) before a participant will be “done.” Click an area to update or complete it. <ol style="list-style-type: none"> a. Actions for each presenter include: <ul style="list-style-type: none"> ▪ Contact Information (including professional address) ▪ Education ▪ CV or Resume ▪ Brief Biographic Sketch (Should establish the presenter’s qualifications [e.g., training, experience, publications, current position] as an expert in the topic area.) ▪ Photo ▪ Affiliations ▪ Disclosure <ul style="list-style-type: none"> ▪ Once all contributors are “done,” you may proceed to submit this abstract.
4	Read the following and check the box when you are ready to continue: By checking this box I understand that the order of participants specified in the participants table is the order in which they will be published in the Archives of Physical Medicine & Rehabilitation.	<ul style="list-style-type: none"> ▪

Information Requested – Research Papers and Posters		Instructions or Notes
5	Title of Abstract	<ul style="list-style-type: none"> ▪ Title must be 15 or fewer words in length ▪ Capitalize the first letter of every word in the title, including “with” and “from,” and all prepositions of four or more letters.
6	<p style="text-align: center;">The total of the next eight fields must not exceed 275 words (Research Objectives, Design, Setting, Participants, Interventions, Main Outcome Measure(s), Results, Conclusions)</p> <p>For posters, if your abstract is accepted, you can expand the explanations on the actual poster (and use graphics), but to submit an abstract now, there is a strict word limit.</p>	
7	Research Objectives	<ul style="list-style-type: none"> ▪ Begin with a clear, concise statement of the precise objectives. ▪ Objectives begin with the word "To" (e.g., To investigate the ...). ▪ If more than 1 objective is addressed, the main objective should be indicated and only key secondary objectives stated. ▪ If an a priori hypothesis was tested, it should be stated. ▪ Do not type or include the header “Research Objective(s)” in the box.
8	Design	<ul style="list-style-type: none"> ▪ Describe the basic study design. State the duration of follow-up, if any. As many of the following terms as apply should be used: <ul style="list-style-type: none"> – Intervention studies: randomized controlled trial; nonrandomized controlled trial; double-blind; placebo control; crossover trial; and/or before-after trial. – For studies of screening and diagnostic tests: criterion standard (i.e., a widely accepted standard with which a new or alternative test is being compared; this term is preferred to gold standard); and/or blinded or masked comparison. – For studies of prognosis: inception cohort (subjects assembled at a similar and early time in the course of the disorder and followed thereafter); cohort (subjects followed forward in time, but not necessarily from a common starting point); and/or validation cohort or validation sample of the study involves the modeling of clinical predictions. – For studies of causation: randomized controlled trial; cohort; case control; and/or survey (preferred to “cross-sectional study”). – For descriptions of the clinical features of medical disorders: survey; and/or case series. – For studies that include a formal economic evaluation: cost-effectiveness analysis; cost-utility analysis; and/or cost-benefit analysis. For new analyses of existing data sets, the data set should be named and the basic study design disclosed. ▪ Do not type or include the header “Design” in the box.

Information Requested – Research Papers and Posters		Instructions or Notes
9	Setting	<ul style="list-style-type: none"> ▪ Describe the study setting(s). Of particular import is whether the setting is the general community, a primary care or referral center, private or institutional practice, or ambulatory or hospitalized care. ▪ Do not type or include the header “Setting” in the box.
10	Participants	<ul style="list-style-type: none"> ▪ Describe the selection and number of the observational or experimental subjects (patients or experimental animals, including controls) clearly. ▪ Discuss eligibility of experimental subjects. ▪ Give details about randomization (random, population-based, referred, consecutive, volunteer or convenience). ▪ Use Indicate protocol and accord with the ethical standards and guidelines for human subjects or laboratory animals. ▪ Do not type or include the header “Participants” in the box.
11	Interventions	<ul style="list-style-type: none"> ▪ Describe the essential features of all interventions, including their method and duration of administration. The intervention should be identified by its most common clinical name (e.g., the generic term chlorthalidone). ▪ Common synonyms should be given as well to facilitate electronic textword searching. This includes the brand name of a drug if a specific product was studied. ▪ NOTE: If the study does not contain any interventions, then the following form should be used: Not applicable. ▪ Do not type or include the header “Interventions” in the box.
12	Main Outcome Measure(s)	<ul style="list-style-type: none"> ▪ State the intended or primary study outcome measurement(s) as planned before data collection began. If the study does not emphasize the main planned outcomes of a study, state this fact and indicate the reason. If the hypothesis being reported was formulated during or after data collection, state this information clearly. ▪ Do not type or include the header “Main Outcome Measure” in the box.
13	Results	<ul style="list-style-type: none"> ▪ Results MUST be included; do not submit if results are pending. ▪ Provide the main study results in a narrative, logical sequence giving the main or most important findings first. ▪ If data are summarized in this section, specify the statistical methods used to analyze them. ▪ Describe the success of any blinding of observations. Report treatment complications. Give numbers of observations. Report losses to observation (i.e., dropouts from a clinical trial). ▪ Emphasize or summarize only important observations. ▪ Do not type or include the header “Results” in the box.

Information Requested – Research Papers and Posters		Instructions or Notes
14	Conclusions	<ul style="list-style-type: none"> ▪ Conclusions must be directly supported by the evidence reported. Avoid speculation and overgeneralization, and indicate whether additional study is required before the information should be used in usual clinical settings. ▪ Do not type or include the header “Conclusions” in the box.
15	Author(s) Disclosures	<ul style="list-style-type: none"> ▪ All authors listed on the abstract are required to declare any conflicts or lack thereof. Disclosure should include any relationship that may bias an author(s) presentation or that, if known, could give the perception of bias. The intent of this disclosure is not to prevent a speaker from making a presentation or an author(s) from presenting a poster. This policy allows the listener/attendee to be fully knowledgeable in evaluating the information being presented. ▪ If the author(s) have nothing to disclose, declare “None disclosed”. ▪ If the author(s) have something to disclose, please declare your conflicts. ▪ Place a period after the disclosure.
16	Learning Objectives	<ul style="list-style-type: none"> ▪ A minimum of three (3) learning objectives are required. ▪ Do not number your objectives or paste tabs in the fields below. Omit boilerplate text such as “The learner will be able to...”
17	Please upload your Reference List (lists of works cited)	<ul style="list-style-type: none"> ▪ Word or PDF uploads allowed ▪ Contains a complete list of all sources (books, journal articles, websites, etc.) that have been directly cited in your presentation

Information Requested – Research Papers and Posters		Instructions or Notes
18	Primary content topic <ul style="list-style-type: none"> – Brain Injury – Cancer Rehabilitation – Clinical practice (assessment, diagnosis, treatment, knowledge translation/EBP) – Geriatric Rehabilitation – Health/disability policy, ethics, advocacy – International – Measurement – Military and Veterans Affairs – Neurodegenerative disease (e.g., MS, Parkinson’s disease) – Neuroplasticity (includes neuroscience) – Pain – Pediatric Rehabilitation – Spinal Cord Injury – Stroke – Technology (e.g. prosthetics/orthotics, robotics, assistive technology) – Other (specify below) 	<ul style="list-style-type: none"> ▪ Select the primary content topic for your proposal.
19	Secondary content topic	<ul style="list-style-type: none"> ▪ Select the secondary content topic for your proposal.
20	Select other content topics that apply.	<ul style="list-style-type: none"> ▪ Do not include primary or secondary content topics from above
21	“Other” selection (above): detail in the space below	
22	Key Words	<ul style="list-style-type: none"> ▪ Authors must include 3 to 5 key words from NLM’s Medical Subject Headings (MeSH) (http://www.nlm.nih.gov/mesh/)
23	Save Abstract progress or lock and submit for review	You must click the “Save and Submit” button for your Abstract to be submitted for review. Please note that it can take up to 1 minute to process your submission.

SYSTEMATIC AND META-ANALYTIC REVIEW PAPERS AND POSTERS

Information Requested - Systematic and Meta-analytic Review Papers and Posters		Instructions or Notes
1	<p>Choose the thematic or topical area for your abstract from the list below:</p> <ul style="list-style-type: none"> - Instructional Courses - Symposia - Research Papers and Posters - Systematic and Meta-Analytic Review Papers and Posters 	
2	<p>Choose the presentational form of your abstract content from the list below:</p> <ul style="list-style-type: none"> ▪ Poster ▪ Oral Presentation ▪ Either Oral Presentation or Poster 	<ul style="list-style-type: none"> ▪ Click to view the Instructions for Authors for Structured Abstracts in the Archives of PM&R for more information (http://www.acrm.org/wp-content/uploads/pdf/instructions_for_structured_abstracts.pdf)
3	<p>Identify all participants in this Abstract and ensure all requirements are met</p>	<p>NOTE: The order of the participants is the order in which they will be published.</p> <p>Directions:</p> <ol style="list-style-type: none"> 14. Add participants to the table below until all individual contributors to this abstract have been entered 15. Click the participant's role entry to set or unset them as a Presenter 16. Use the ordering buttons to set the sequence in which contributors will be listed 17. The Actions section shows each of the areas that must be completed (only presenters are required to supply disclosure) before a participant will be "done." Click an area to update or complete it. <ol style="list-style-type: none"> a. Actions for each presenter include: <ul style="list-style-type: none"> ▪ Contact Information (including professional address) ▪ Education ▪ CV or Resume ▪ Brief Biographic Sketch (Should establish the presenter's qualifications [e.g., training, experience, publications, current position] as an expert in the topic area.) ▪ Photo ▪ Affiliations ▪ Disclosure <ul style="list-style-type: none"> ▪ Once all contributors are "done," you may proceed to submit this abstract.

Information Requested - Systematic and Meta-analytic Review Papers and Posters		Instructions or Notes
4	Read the following and check the box when you are ready to continue: By checking this box I understand that the order of participants specified in the participants table is the order in which they will be published in the Archives of Physical Medicine & Rehabilitation.	<ul style="list-style-type: none"> ▪
5	Title of Abstract	<ul style="list-style-type: none"> ▪ Title must be 15 or fewer words in length ▪ Capitalize the first letter of every word in the title, including “with” and “from,” and all prepositions of four or more letters.
6	<p>The total of the next six fields must not exceed 275 words. (Objectives, Data Sources, Study Selection, Data Extraction, Data Synthesis, Conclusions)</p> <p>For posters, if your abstract is accepted, you can expand the explanations on the actual poster (and use graphics), but to submit an abstract now, there is a strict word limit.</p>	
7	Objective(s)	<ul style="list-style-type: none"> ▪ Begin with a precise statement (e.g., To investigate the...) of the primary objective of the review. ▪ The focus should be guided by whether the review emphasizes factors such as cause and diagnosis, prognosis, therapy, or prevention. It should include information about the specific population, intervention or exposure, and test or outcome being reviewed. ▪ Do not type or include the header “Objective(s)” in the box.
8	Data Sources	<ul style="list-style-type: none"> ▪ Succinctly summarize data sources, including any time restrictions. Potential sources include experts or research institutions active in the field, computerized databases and published indexes, registries, abstract booklets, conference proceedings, references identified from bibliographies of pertinent articles and books, and companies or manufacturers of tests or agents being reviewed. ▪ If a bibliographic database is used, state the exact indexing terms used for article retrieval, including any constraints (e.g., English language or human). ▪ Do not type or include the header “Data Sources” in the box.
9	Study Selection	<ul style="list-style-type: none"> ▪ Describe the criteria used to select studies for detailed review from among studies identified as relevant to the topic. Details of selection should include particular populations, interventions, outcomes, or methodologic designs. ▪ Specify the method used to apply these criteria (e.g., blind review, consensus, or multiple reviewers). State the proportion of initially identified studies that met selection criteria. ▪ Do not type or include the header “Study Selection” in the box.

Information Requested - Systematic and Meta-analytic Review Papers and Posters		Instructions or Notes
10	Data Extraction	<ul style="list-style-type: none"> ▪ Describe the guidelines used for abstracting data and assessing data quality and validity (e.g., criteria for causal inference). ▪ State the method by which the guidelines were applied (e.g., independent extraction by multiple observers). ▪ Do not type or include the header “Data Extraction” in the box.
11	Data Synthesis	<ul style="list-style-type: none"> ▪ State the main results of the review, whether qualitative or quantitative. Outline the methods used to obtain these results. Meta-analyses should state the major outcomes that were pooled and include odds ratios or effect sizes, and, if possible, sensitivity analyses. ▪ Numerical results should be accompanied by CIs, if applicable, and exact levels of statistical significance. Evaluations of screening and diagnostic tests should address issues of sensitivity, specificity, likelihood ratios, receiver operating characteristic curves, and predictive values. ▪ Assessments of prognosis could include summaries of survival characteristics and related variables. State the major identified sources of variation between studies, for example, differences in treatment protocols, cointerventions, confounders, outcome measures ▪ Do not type or include the header “Data Synthesis” in the box.
12	Conclusions	<ul style="list-style-type: none"> ▪ State the conclusions and their applications clearly, limiting generalization to the domain of the review. Suggest directions for new studies. ▪ Do not type or include the header “Conclusions” in the box.
13	Author(s) Disclosures	<ul style="list-style-type: none"> ▪ All authors listed on the abstract are required to declare any conflicts or lack thereof. Disclosure should include any relationship that may bias an author(s) presentation or that, if known, could give the perception of bias. The intent of this disclosure is not to prevent a speaker from making a presentation or an author(s) from presenting a poster. This policy allows the listener/attendee to be fully knowledgeable in evaluating the information being presented. ▪ If the author(s) have nothing to disclose, declare “None disclosed”. ▪ If the author(s) have something to disclose, please declare your conflicts. ▪ Place a period after the disclosure.
14	Learning Objectives	<ul style="list-style-type: none"> ▪ A minimum of three (3) learning objectives are required. ▪ Do not number your objectives or paste tabs in the fields below. Omit boilerplate text such as “The learner will be able to...”

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17	Secondary content topic	<ul style="list-style-type: none"> ▪ Select the secondary content topic for your proposal.
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