

INSTRUCTIONS FOR ABSTRACT SUBMISSION

Deadline: Monday, April 23, 2012 @ 11:59 p.m. (EST)

The 2012 Paper/Video Submission Site is now open for the 2012 Joint Annual Meeting of the Congenital Heart Surgeons' Society (CHSS) and the European Congenital Heart Surgeons Association (ECHSA) which will take place September 13-15, 2011 at the Drake Hotel in Chicago, IL, USA. The program will include basic science and clinical abstracts as well as videos demonstrating novel surgical techniques. The Program Committee invites you to submit both papers and videos for consideration in this year's program.

IMPORTANT NOTES:

- Submissions are required to include a 100 word summary whether you are submitting a paper or video.
- All submissions must be authored, co-authored, or sponsored by a member of the CHSS or ECHSA.
- If you are submitting more than one paper or video please be sure to submit your first submission and then click on the submission link on the CHSS website, in a recent email blast, or use the link provided here:

<http://members.chss.org/forms/Submission-12.cgi?s=new>

Do not use the link provided to you in the confirmation you received from the first submission unless you are intending to edit the submission. This will essentially delete the first submission and save the new content in its place.

PAPER/VIDEO PREPARATION

Abstracts submitted must adhere to the following specifications to be considered for presentation at the 2012 Joint Annual Meeting:

- Submissions are to be authored, co-authored, or sponsored by a member of CHSS or ECHSA.
- Summaries must be limited to 100 words (graphics and tables cannot be included with your summary).
Abstracts that go over the 100 word limit will not be considered for acceptance.
- No reference should be made on or in the abstract to the names or institutions of the authors.
- Videos do not need to be sent to the CHSS office to accompany the online form.
- Any videos accepted for presentation can be on a USB or CD-ROM and can be narrated on the video or narrated from the podium at the meeting.

DISCLOSURE REQUIREMENTS FOR 2012

When submitting your abstract, you will be required to complete disclosure information for **all** authors.

- Disclose any **relevant** financial relationships for all authors listed in the author string. Relevant financial relationships for all authors' spouses/partners must also be disclosed. Specific definitions are included in the online submission process.
- Be prepared to speak with the Program Committee Chair to resolve any disclosed conflicts.
- In the event your work is selected for presentation, list all co-authors' disclosed relevant conflicts on a slide placed at the beginning of your presentation.

Per ACCME regulations, the American College of Surgeons disclosure process must ensure that anyone who is in a position to control the content of the education activity has disclosed to us **all relevant** financial relationships with any commercial interest **as it pertains to the content of the presentation**. Should it be determined that a conflict of interest exists as a result of a financial relationship you may have, you will be contacted and methods to resolve the conflict will be discussed with you. In addition, all co-authors' affirmative disclosures must be revealed by a slide at the beginning of the presentation. ***Failure or refusal to disclose or the inability to resolve the identified conflict will result in the withdrawal of the invitation to participate, and may, for any or all co-authors, jeopardize future acceptance of abstracts for presentation.***