



ABSTRACT SUBMISSION GUIDELINES

AOSSM’s continuing medical education program offers the highest quality sports medicine learning opportunities that promote positive change in the care of athletes.

Important Dates

Submission Site Open	July 17, 2024
Submission Site Closes	September 3, 2024
Abstract Reviews	September 9 – 30, 2024
Abstract Notifications	December 2024
AOSSM Annual Meeting	July 10 – 13, 2025

Accepted Abstract Types

- Paper Podium Abstract
- Poster Abstract

Abstract Categories

During the submission process, you will be asked to identify your abstract as either **Basic Science** or **Clinical** for the following categories:

1. ACL	2. Elbow
3. Hand/Wrist	4. Hip/Pelvis/Thigh
5. Knee	6. Tibia/Fibula/Ankle/Foot
7. Shoulder	8. Spine
9. Sports Medicine- General Surgery	10. Sports Medicine- Research

Abstract Criteria

The following must be adhered to for the abstract to be submitted.

1. You do not need to be an AOSSM member to submit an abstract, however you will be asked to create an AOSSM account when submitting an abstract.
2. The abstract text, including required headings of “objectives, methods, results, conclusion” is limited to 5,000 characters, not including spaces. An abstract will not be considered for presentation if information under any heading is absent.

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3. Titles- please use APA guidelines for titles. Do not have your title in all caps.
4. Up to four (4) images or tables are allowed per abstract.
5. AOSSM designs its educational programs to highlight new research.
6. **Presenters must advise AOSSM staff immediately if they accept another invitation to present this abstract at a non- AOSSM venue before the scheduled AOSSM meeting. Your abstract will need to be withdrawn.**
7. **If an abstract is accepted for an AOSSM podium or poster presentation, it becomes ineligible for a podium presentation at any future AOSSM meeting that includes abstracts.**
8. Abstract submission fee-\$50 per abstract
9. Abstract fees are non-refundable.
10. Revisions of submitted abstracts are not permitted after the deadline. Please proof abstracts carefully.
11. There are no extensions to submission deadlines.
12. An acceptance to present either a podium or poster presentation commits the presenter to providing a manuscript to AOSSM no later than two months prior to the start date of the AOSSM meeting.
13. Accepted Posters- There are two elements to poster presentations. **A physical poster and an ePoster both are mandatory.** Detailed poster instructions will be sent in February.
14. Podium and Poster presenters must register themselves and attend the meeting in person. Registration, travel, and hotel assistance will not be provided.

[IRB/IACUC](#)

At the time of abstract submission, all clinical human studies must have approval from an IRB (or the international equivalent) and all animal studies must have approval from an IACUC (or the international equivalent) to be considered for inclusion in any AOSSM Specialty Day or AOSSM Annual Meeting program.

[Abstract Roles](#)

All authors must complete the AOSSM online disclosure at the time of submission. A submission will be rejected if the form is not completed. **Submitters are responsible for sending their authors the link to complete their disclosures during abstract submission process.** There will be instructions after you submit your abstract to invite your authors to login and complete a disclosure.

You are required to add each of these roles. One person can be listed twice for a role. For example; if Dr. John Smith is the lead author and presenting author, please enter him twice.

- Submitter
- Lead Author
- Presenting Author
- Co-Author/s

The **presenting author** will receive all email communication. If you need to replace the presenter, you must email education@aossm.org **no later than February 10, 2025. Failure to comply with this request may result in your presentation being withdrawn from the program with potential ban from presenting at an AOSSM meeting for one year.** We understand changes can happen after this deadline; the presenter is responsible to communicate any changes to AOSSM as soon as possible.

We encourage you to add an additional institution or personal email address or an administrative email address during submission.

[Abstract Review Process](#)

AOSSM programs are meant to address a full range of topics gleaned from current practice, current literature, the AOSSM educational curriculum, Self-Assessment, committee work, and strategic plan, as well as identified needs from post-meeting participant evaluations. AOSSM programs do not reflect the percentage by category of strong

submissions but are based on a subset of the highest scoring abstracts to achieve a thoughtful and balanced program. The members of the Program Committee and Panel Reviewers grade between 800 – 1000 abstracts for the AOSSM Annual Meeting. Submitted abstracts are graded over a 3-week timeframe and are blinded to the reviewers for authors, institutions, references, and acknowledgments. Panel reviewers grade only the abstracts in their respective panel categories. Reviewers abstain from evaluating abstracts submitted from their own institutions. On average approximately 60 abstracts are accepted for podium presentation and about 250 posters are accepted at the AOSSM Annual Meeting. Abstracts are graded on a 1 to 10 rating. An accepted abstract generally has an average weighted score of 7.0 or better.

The grading criteria are reflected below:

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|---|----------|
| • Scientific quality | 4 points |
| • Relevance, constructiveness, and contribution to the practice and/or development of orthopaedic sports medicine | 3 points |
| • Originality | 1 point |
| • Clarity and organization | 1 point |
| • Freedom from personal, institutional, organizational, and/or segment of the field bias | 1 point |

ACCME Guidelines for Compliance

Your abstract and/or poster will be reviewed for compliance with the Accreditation Council for Continuing Medical Education (ACCME) Standards for Integrity and Independence in Accredited Continuing Education.

Below are lists of guidelines to assist you in developing the highest quality educational content and materials. These guidelines also ensure compliance to the AOSSM's CME Policies.

You may be required to edit your submission if it is found to be noncompliant with these standards:

- ACCME and HIPPA Compliance- All individually identifiable health information regarding a client or patient must be sufficiently edited or modified to ensure HIPPA compliance.
- Presentations must give a balanced view of therapeutic options. All recommendations for patient care must be based on current science, evidence, and clinical reasoning.
- New and evolving topics must be clearly identified in the presentation slides.
- Presentations must be free of commercial bias for or against any company, product, drug, or device.
- Educational materials (slides, abstracts, handouts, videos, and photos) must not include:
 - Ineligible companies' corporate or product logos.
 - Company, product, drug, or device brand/trade names. (Use generic names)
 - If brand/trade names are listed, there MUST be at least two (2) other names listed to avoid the perception of bias.
 - If only one is listed, it must be proven the ONLY or the BEST product, device, or drug available.
 - All logos or brand names visible in photos or videos must be completely covered.

Disclosures

The American Orthopaedic Society for Sports Medicine (AOSSM) is a provider accredited by the Accreditation Council for Continuing Medical Education (ACCME) and is required to identify and mitigate all potential conflicts of interest of anyone that may be in a position to influence and/or control CME activities.

A conflict of interest will be considered to exist if the individual as defined above has received financial benefits (e.g. grants, research support, honoraria, employee, consultant, board of directors, stockholder, licensing

agreement) in any amount from an ineligible company (any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients) within the past 24 months and that individual is in a position to affect the content of CME regarding the products or services of the commercial interest.

All individuals in a position to influence and/or control the content of AOSSM-sponsored CME activities are required to disclose to AOSSM and subsequently to learners that the individual either has nonrelevant financial relationship or any relationship with the manufacturer(s) of any commercial product(s) and/or providers of commercial services discussed in CME activities. All disclosure information provided to AOSSM will be reviewed to ensure that no unmitigated conflicts of interest exist prior to the confirmation of the individual for the educational assignment.

Faculty industry relationships do not necessarily preclude AOSSM program participation. Regardless of industry relationships, AOSSM expectations are that faculty will be unbiased, objective and scientifically rigorous in their presentations.

Content Without Commercial Bias

The AOSSM must ensure balance, independence, objectivity, and scientific rigor in all of its educational activities. It is an ACCME requirement that audiences at educational programs for which continuing medical education hours are awarded be informed of a presenter's academic and professional affiliations, and the existence of any significant financial interest or other relationship an author or co-author has with the manufacturer(s) of any commercial product(s) or services. Any such relationship must be disclosed.

In accordance with ACCME standards, please note that the presenter of any accepted abstract cannot be employed by an ineligible company. Employees of ineligible companies are prohibited from having any role in the planning or implementation of CME activities related to the ineligible company's business lines or products.

Submission to AOSSM Medical Publishing Group Journals

All abstracts selected for podium or poster presentation must be submitted in manuscript form to one of the AOSSM journals: The American Journal of Sports Medicine, The Orthopaedic Journal of Sports Medicine, Sports Health, or The Video Journal of Sports Medicine. **Abstracts previously published are not eligible** for presentation at an AOSSM meeting. The submitted manuscript must be declined by an AOSSM journal before it can be submitted elsewhere. If one has already submitted a manuscript to an AOSSM journal and it has been accepted for publication, presenters are urged to communicate with journal staff and request that publication be deferred until after the AOSSM meeting in question. Staff will do their best to accommodate all such requests.

Policy for Violation of first publication rights of AOSSM research presentations

When a violation of the publication requirement is discovered and confirmed, all the authors (including the authors of the annual Research Awards) involved shall be barred from having research of which they are authors presented at the next AOSSM Annual Meeting and next Specialty Day (podium or poster) for which abstract submission has not yet occurred. All authors will be barred for one year from submitting a manuscript for publication to any of the AOSSM journals. Repeat offenders will bear the same consequences for five years of submission cycles each for the AOSSM Annual Meeting and AOSSM Specialty Day and five years for all AOSSM journals.

Awards

Review the following awards for AOSSM Annual Meeting. During the submission process, please select the award or awards you would like to be considered for. It is important to review the award criteria to ensure your abstract qualifications. Award notifications will be sent in May.

- **AOSSM Fellow Research Award:** granted to orthopaedic sports medicine fellows (MD/DO) for the best paper submitted in Basic Science and one in Clinical Science. The Fellowship Committee selects recipients based on the merits of the abstracts submitted. Each winner receives an honorarium and is presented with a plaque at the AOSSM Annual Meeting. Please note that award honorarium checks are made payable to the presenter.
- **Herodicus Award:** granted annually for the best paper presented at the AOSSM Annual Meeting by a resident who was the principal investigator of the research project during its development. The winner is awarded a plaque at the AOSSM Annual Meeting, and the paper is included at the subsequent Herodicus meeting.
- **STOP Sports Injury Award** – granted for outstanding research related to youth sports injury prevention, treatment, or rehabilitation. The STOP Sports Injuries Work Group selects the winner who receives an honorarium and is presented with a plaque at the AOSSM Annual Meeting.
- **Research Awards:** The AOSSM Research Committee selects all winners and honoraria vary. If you are interested in being considered for a Research Award, please check the box by the award(s) you want to be considered for during the abstract submission process. Your abstract will be reviewed by the Research Committee and, if you are chosen as a finalist, you will be notified November 2024. Finalists will be asked to submit the full-length manuscript by **January 1, 2025**. Winners are notified by **May 1, 2025**. *You do not have to be chosen for a presentation at the annual meeting in order to be considered for a Research Award.*
 - During submission, please check the awards you would like your abstract to be considered for, **if you meet the criteria below.**
 - **Abstracts should report on hypothesis driven research only. Secondary analysis of existing data is permissible. However, systematic reviews and meta-analyses are not eligible for consideration.**
 - a) **Cabaud Memorial Award:** granted to the best full-length manuscript that pertains to hard or soft tissue biology, in-vitro research, laboratory or bench-type research, or in-vivo animal research.
 - b) **O’Donoghue Sports Injury Research Award:** granted to the best full-length manuscript that pertains to clinical-based research or human in-vivo research.
 - c) **Excellence in Research Award:** granted to the best full-length manuscript by an author under the age of 40 at the time of the Annual Meeting.

Questions

Please contact education@aossm.org with any questions. Visit the AOSSM website for more information- [AOSSM | American Orthopaedic Society for Sports Medicine | AOSSM](#)