

# APPLICATION FOR PROPOSED ORAL PRESENTATIONS AT THE “CEEM 2023” CONGRESS

## GENERAL INFORMATION

1. The 8th International Congress of the Polish Society for Emergency Medicine „Central European Emergency Medicine 2023” will be held from May 11<sup>th</sup> to the 14<sup>th</sup>, 2023, in Bydgoszcz, Poland.
2. The principal organizer of the Congress is the Polish Society for Emergency Medicine. InspireCongress sp. z o.o. has been retained by the Society as the event coordinator.
3. The official website of the Congress is available at: [www.ceem2023.pl](http://www.ceem2023.pl)
4. The organizers are accepting proposals for presentations to be made during the main sessions of the Congress, the poster session, and the young doctor’s session. The Scientific Committee reserves the right to change the preferred type of session requested by the author. Final information about the type of session selected by the Committee will be included in the Congress’ notification of acceptance delivered to the authors of confirmed presentations.

## APPLICATION PROCESS

1. The main requirements for acceptance of the presentation are:
  - Obtaining a positive review of the submitted abstract by the Scientific Committee,
  - At least one author (in the case of multiple authors) must be a fully paid and registered participant in the Congress.
2. Only original works will be eligible for submission and possible presentation. Previously published, or works presented at other scientific conferences will not be accepted for “CEEM 2023”.
3. Abstracts are required to be prepared in Polish and English using .doc format (in the case of applications from outside of Poland abstracts are required to be prepared only in English). The application should be sent via e-mail to the following address: [ceem@inspirecongress.pl](mailto:ceem@inspirecongress.pl) using “Oral presentation – abstract” as the subject. **All submitted applications must be received by the Committee by midnight CET, April 7<sup>th</sup>, 2023.** Applications submitted after this deadline will not be accepted.
4. The application should include the following:

- Author's preferred type of session (i.e. one of the main sessions, poster session or young doctors session).
  - Language of presentation.
  - The Polish and English titles of the proposed presentation. The title should clearly define the main topic of the presentation. Titles should not contain abbreviations.
  - The full name(s) of the author(s) as well as designation of the presenting author.
  - The e-mail address and phone number of the presenting author.
  - Affiliations of the author(s), including the full name of their associated institution, city/town, and country.
  - All abstracts should contain the following: an introduction of the presentation, its aim, materials and methods utilized, observed results, and conclusions that were drawn. As stated above, abstracts must be in Polish and English, except in the case of submissions from outside of Poland.
5. Graphs, charts, or photos should not be included in the abstract. The length of the abstract must not exceed 3500 characters (including spaces).
  6. The submitted application should include the following signed statement: "The presented work is the result of the independent study and research of its author/authors".
  7. Submission of the abstract is predicated on the author(s) having obtained consent from all the presentation's co-authors, as well as the head of the department from which the work originates.
  8. An individual author or a group of authors can submit more than one abstract.
  9. Those authors whose applications are positively reviewed by the Scientific Committee and accepted for presentation will be notified by the organizer via e-mail.

### **YOUNG DOCTORS SESSION**

1. Residents and postgraduate interns are invited and encouraged to submit applications as part of the young doctors session.
2. The main theme of the session is focused on the presentation of individual case reports.
3. The authors judged to have presented the most interesting and valuable presentations will be awarded with special prizes. The winners will be announced at the conclusion of the Congress.

## **INFORMATION**

Applicants agree to the provision of their personal information including: applicant(s) first name, surname, e-mail address, and work place affiliation. All are required in order to submit an application. By submitting an application to present at the Congress individuals agree to the processing of their personal data in accordance with the General Data Protection Regulation of April 27<sup>th</sup>, 2016 (2016/679). Providing your personal data is strictly voluntary, however an applicant's lack of consent will disqualify their submission. Applicants have the right to review their personal data, make corrections to it, manage it, and/or cease its processing including a request to remove their data.