



World Physiotherapy Congress2021

Call for abstracts

World Physiotherapy Congress 2021 will be an online event

Submission deadline: 24 September (23:59 UTC)

Submission guidelines

Please read this information carefully before proceeding to the online submission form

All abstracts will need to be submitted via the online submission system.

Important dates

Submission re-opens	20 August 2020
Submission deadline	24 September 2020 (23:59 UTC)
Notification of outcome	14 January 2021

Abstracts

Abstracts are invited that:

- report on the latest research with original scientific data [this includes systematic/narrative reviews and meta-analyses, submissions with pending results and study protocols will not be accepted]
- address new and unique developments in practice, theory, education, management, policy and resources
- describe innovative ways in which established methods have been adapted to meet the changing needs of practice

Presentation format

Abstracts are presented either as a platform or poster presentation.

Important please note: platform and poster presentations are considered by the congress programme committee (CPC) to be of equal standing and judged by the same criteria. While presenters may indicate their preferred format of presentation, the CPC will assign abstracts to sessions.

The decision of which format to assign to any abstract rests with the CPC.

Selection criteria

Submitted abstracts will go through a blind peer-review process carried out by international reviewers.

The following principles will be used to review abstracts.

1. Does the report address a "significant" or "important" issue?
2. Do the methods/approach enable the question to be answered rigorously?
3. Have the data/findings been interpreted appropriately?
4. Are the contents of the abstract clear and logical?

Submission guidelines

All correspondence will be with the person who submits the abstract online. The presenting author does not have to be the first named author listed in the abstract.

The online submission form will provide restricted space for data entry, the available word count is indicated below and the system will impose the limit.

Submissions should include the following:

- a) Title of abstract. [maximum 20 words]
- b) Names of presenter and co-authors.
- c) Contact details of all authors to include:
 - i. full name, organisation/institution, city and country, as you would wish it to appear in the programme
 - ii. email, work telephone, mailing address for the submitter.
- d) Fit with congress topic area(s). [Completed via drop-down list]
- e) The completed abstract [maximum 500 words covering items iii-viii below]. Abstracts will be included in the congress proceedings and must be structured using the headings below.

Heading	Notes
i. Title:	Clearly describes the abstract.
ii. Author(s):	
iii. Background:	What was the context for the study/project? Why was it important that this project was undertaken?
iv. Purpose:	What was the major reason for undertaking the project? (A project may be a research study, developing a new or adapted programme, method, theory or resource.) Any secondary objectives?
v. Methods:	What principles, methods/methodological approaches, materials did the project involve?
vi. Results:	Summarise the main findings from the analysis.
vii. Conclusion(s):	What can be concluded from the study? What are the suggestions for future work?
viii. Implications:	What are the implications of the project and how will the results be translated into physiotherapy practice / management / education / policy.
ix. Keywords:	Use up to three words to describe your work which are supplementary to the programme topic(s).
x. Funding acknowledgements:	Please acknowledge all funding sources that supported your work. If the work was unfunded please state this.

No images, tables or graphs are permitted.

- f) Ethics approval: [see general information point 11] Evidence that ethics approval was given is required. Please name the institution and ethics committee that approved your work, or advised you that it was not required. Provide the ethical approval number or state the reasons why ethics approval was not required.

When submitting your abstract you will be asked "Did this work require ethics approval?" If no, you are then asked for the institution and ethics committee that advised you that ethics approval was not required and the reasons.

Ethical approval is unlikely to have been required if your work:

- addresses new and unique developments in practice, theory, education, management, policy and resources;
- describes innovative ways in which established methods have been adapted to meet the changing needs of practice; or
- is a systematic or narrative review

The Council for International Organizations of Medical Sciences (CIOMS) in collaboration with the World Health Organization has developed the 'international ethical guidelines for health-related

research involving humans' which provide examples of exemptions from review (see page 90)
<https://cioms.ch/wp-content/uploads/2017/01/WEB-CIOMS-EthicalGuidelines.pdf>

In these cases please state N/A for institution and Ethics Committee, and complete the reason why ethics approval was not required, giving as much detail as possible. [20 words]

- g) Brief biography of presenting author. [200 words]
- h) Information concerning any presentations or publications of the work made prior to congress [see general information point 13]. [maximum 50 words]
- i) Presenting authors who are early career researchers (ECRs) should identify themselves as such on the abstract submission form. ECRs are defined as someone who, at the time of abstract submission, is actively engaged in research and within five years of the award of a research doctorate such as PhD.

Support for abstract submitters

Resources for abstract submitters

The following resources are available through the World Physiotherapy Congress 2021 abstract submission webpage:

- Video: my first abstract submission
- Videos: top tips for making an abstract submission (*available in several languages*)
- Video: how to select topic areas for my abstract
- [Report: writing an abstract](#)

General information

1. The congress language is English and all proposals and presentations must be made in English. Translation will not be provided.
2. A written abstract must be submitted for each proposed presentation.
3. It is the author's responsibility to submit a correct abstract. Any errors in spelling, grammar or scientific fact will be reproduced as typed by the author.
4. The topics selected will be used to inform the review, selection and programming processes. Please choose the topic(s) which best describe the subject of your abstract that will attract the right audience to interact with you.
5. A person may only **present** a maximum of **two** abstracts. They may be named as the presenting author on multiple **submissions**, but will only be permitted to be confirmed as the **presenting author** on **two accepted** abstracts. The confirmation system will permit a change of presenting author on accepted abstracts. They may be named on other abstracts as a co-author. This excludes any submissions made and accepted as part of the call for focused symposia.
6. Only **one** presenting author per paper is permitted. Only an author may present the abstract. If no author is available the abstract will be withdrawn. Any changes to the presenting author must be notified directly to World Physiotherapy. Changes will be incorporated into the final programme if there is sufficient time, but thereafter no further changes will be reflected in the programme.
7. Notification of outcome will be sent to the submitter. Please note that only the person who submits the abstract online will receive mail concerning the abstract and is responsible for informing all authors of the status of the abstract.
8. All presentations must describe original work to which all the authors listed have made a significant contribution. Any reference to personal experience should be clearly labelled as such.
9. All proposals and presentations must adhere to the use of "people-first" language. A person must not be referred to by disability or condition, and terms that could be considered biasing or discriminatory in any way should be removed (eg "person with a stroke" instead of "stroke patients"). See: www.disabilityisnatural.com/people-first-language.html for more information and examples.
10. Any source of funding or support for the work being presented should be acknowledged.

11. All presentations including research on humans (patients, carers, students, faculty, staff, colleagues) or animals should ensure that reference is made to the methods/approaches for ensuring that the research was carried out ethically (ie ethics committee approval, informed consent by subjects). To check that your research complies with ethical principles an overview can be accessed here <http://bit.ly/1MHKTWZ>¹. See also the global international standards²

The congress programme committee expects the research to have been conducted in accordance with international principles.

Where service evaluations/audits are being reported it is important to ensure that appropriate consent has been given for use of the data and its presentation.
12. Each abstract submission must indicate if the material has been or will be published or presented at another national or international meeting prior to the World Physiotherapy Congress 2021. Abstracts for previously published or presented work will only be considered if they are unlikely to have reached an international physiotherapy audience, and if the authors take responsibility for providing any copyright clearance needed for inclusion in the congress proceedings or other congress publications.
13. Speakers are responsible for providing all copyright permissions for material included in their abstracts and presentations.
14. [The author presenting the paper must register to attend the congress and be available to participate in the programme at the time scheduled.](#)
15. The scheduling of all presentations will be determined by the Congress programme committee to ensure best fit with the overall congress programme. Any requests for specific dates and times will not be considered. Similar abstracts in related topic areas will be grouped together for presentation.
16. It is expected that any resources or materials will have been designed/developed by the author(s) and MUST NOT currently be for sale commercially by the author(s) or another vendor. If featured they must be included in the standard PowerPoint presentation or poster format.
17. All recordings of PowerPoint presentations and posters made available online will be in PDF format; original PowerPoint files will not be published. [Consent will be sought prior to any publication.](#)
18. Contributors should not use these sessions for marketing opportunities for new products, equipment or organisations, and not use the presentation time to challenge or criticise competitors' products.
19. Presenters are requested to disclose actual or potential conflicts of interest regarding their presentation in the first slide. This will allow the audience to take potential conflicts of interest into account when assessing the objectivity of the presentation.
20. Accepted abstracts will be published in the congress proceedings. The author(s) for each abstract included in the programme transfers copyright to World Physiotherapy to publish electronically

¹ With thanks to Julius Sim, University of Keele, UK, for permission to use this document.

² [Declaration of Helsinki](#) of the World Medical Association (2013) and the Council for International Organizations of Medical Sciences' (CIOMS) [International Ethical Guidelines for Biomedical Research Involving Human Subjects](#) published in collaboration with the World Health Organization (2106). CIOMS and International Council for Laboratory Animal Science (2012) [International Guiding Principles for Biomedical Research Involving Animals](#).

and in other formats their abstract, which will be presented at World Physiotherapy Congress 2021. World Physiotherapy does not assume any liability or responsibility for publication of any submitted abstracts. The author(s) are able to freely pursue additional publishing outputs, such as articles in peer reviewed or professional journals or via other media outputs. World Physiotherapy gives permission for the abstract to be included in such publications and online institutional repositories with acknowledgement of where the abstract was presented.

21. The author(s) retains the right, after presentation at the congress, to include the work in articles, books, or derivative works that he/she authors or edits provided said use does not imply the endorsement of World Physiotherapy.
22. Presenting authors only will receive a certificate of presentation.
23. All presentations during the congress must include the same content and follow the same outline as described in the submitted and accepted abstract. Exceptions will only be allowed with written permission of the chair of the congress programme committee.
24. In keeping with World Physiotherapy policy, honorarium, fee or payment of expenses will not be provided for presentations.
25. All decisions of the congress programme committee are final.

Consent, permissions and copyright

In submitting an abstract you must confirm that:

- you accept responsibility for the accuracy of the submitted abstract and understand that the content cannot be modified or corrected after the submission deadline and that **it will be published exactly as submitted**
- all co-authors are aware of and agree to the content of the abstract and support the data presented
- the submitter accepts responsibility as the contact person for all correspondence about the abstract and to share information with all authors about its status
- you have secured any copyright/permissions clearance required relating to any previous presentations, equipment or other material for inclusion in the World Physiotherapy congress, its proceedings or other congress publications
- for all studies (including service evaluations and audits) involving human participants or animal subjects, permission has been obtained from the relevant regulatory authority and properly informed consent given where appropriate both for the work completed and the intent to present
- anyone who is identifiable in the abstract and presentation has given their consent to be included
- the work is original, except for extracts from copyrighted works used with permission from the copyright holders, and it does not infringe upon any copyright, proprietary, or personal right of any third party

- you have identified any potential conflicts of interest eg financial interest in products or processes described in the abstract, stock ownership, membership on an advisory board or board of directors, or other substantive relationships

On behalf of all authors the submitter will confirm:

- release of the copyright to World Physiotherapy to publish electronically and in other formats the abstract that will be presented at World Physiotherapy Congress 2021 (for example, congress website and programme)
- consent to have authors' names, affiliation and biographical material used in connection with the publication of your work

When completing the online submission process the submitter will be asked to confirm that the presenting author has read and understood the general information and the requirements they are expected to fulfil.