

Frequently Asked Questions

Do I have to pay the meeting registration fee in order to present my poster?

- ❖ If your poster is accepted, you are responsible for your own meeting registration fee and travel. Members are eligible to register at a discounted rate. Travel grants & scholarships are available through application <https://acafoundationrx.org/scholarships/>

Do I have to be a member to submit a poster abstract?

- ❖ No, however, all submitters are encouraged to apply for a membership.

What are the abstract length requirements?

- ❖ Abstracts cannot exceed 500 words and must include background/objective(s), methods, results (or the preliminary results), and implications/conclusions.

Are tables and figures accepted in the abstract?

- ❖ Yes; Supporting tables or figures may be submitted for all types of submissions. Do NOT reference or call out the tables and figures in your abstract. Tables and figures should be self-explanatory and serve to supplement the material in the abstract. Label submitted tables and figures; a brief explanatory legend for a table or figure is optional.

Can an abstract with results that will be available at the time of the meeting be submitted?

- ❖ Yes; Contributed Research Papers and Innovative Practice Reports can be submitted as Reports on Projects in Progress. Check the appropriate box on the abstract submission form.

How can I tell if my abstract is a project in progress?

- ❖ If you have not completed your research or innovative practice, but will have results by December 1st, you should select the Reports on Projects in Progress option.

Does ACA Foundation accept encore abstracts?

- ❖ Yes; entries in this category must meet the submission and evaluation criteria for original papers submitted to ACA Foundation, with the exception that the paper has been presented at a local, state, or national meeting within 12 months of the submission deadline. Submission requires an abstract and the original citation.

Does ACA Foundation accept late-breaking abstracts?

- ❖ No; the deadline for abstract submissions is **October 15th**. This is a firm deadline; no extensions will be granted.

When will I know if my poster abstract was accepted for presentation?

- ❖ All authors will receive a notification email in **December**. Authors whose abstracts are recommended for resubmittal will be notified in October, before the deadline. Email correspondence will be sent to all authors.

Will my abstract (if accepted) be published?

- ❖ If accepted abstracts will be published in the *Journal of the American Pharmacists Association* (JAPhA) and those winners that are compounding related, they will be also published in the *International Journal of Pharmaceutical Compounding* (IJPC).

Can I withdraw my abstract after the submission deadline and after acceptance?

- ❖ Yes. To withdraw, please send an email containing the abstract title and poster ID number to info@acafoundationrx.org. If the poster has been assigned a final ID number, a “withdrawn” notice will be placed on the poster board in the poster hall. Withdrawn abstracts are not published.

Do you allow QR codes (bar codes) on the posters?

- ❖ Yes, QR codes may be added to the poster as long as it does not link to a company website.

What size is the poster board?

- ❖ The poster board can be no larger than 4' high x 8' wide. As long as your poster fits within the 4' high x 8' wide frame, you may choose the size and format of your poster.

Does the listed presenting author have to be the one presenting?

- ❖ No; any of the other listed authors may present as long as he or she has full knowledge of the content and can answer questions.

Whom do I contact if I have a question about poster abstract submission?

- ❖ Email info@acafoundationrx.org