



PAS

Pediatric Academic Societies Meeting

April 29-May 6, 2020 | Philadelphia, PA

April 29-May 1 • Pre-Conference Events | May 2-5 • PAS Meeting | May 6 • Post-Conference Events

PAS 2020 Meeting Scholarly Session Submission Instructions

- **Cross-Disciplinary Spotlight and Learning Pathways**
- **Scholarly Session Program Formats**
- **Important Dates for Scientific Sessions**
- **Log in to the [PAS Program and Events Center](#)**
- **Scholarly Session Submission Instructions**
- **Proposal Submission Steps and Details**
- **After Submitting Your Proposal**

Cross-Disciplinary Spotlight and Learning Pathways

As part of our ongoing efforts to deliver the premier North American scholarly child health meeting, PAS is focused on developing ways to improve collaboration, discovery, engagement, and networking at the PAS Meeting. Before we open our first PAS call for proposals on August 6th, I want to make you aware of two program innovations being undertaken for the PAS 2020 Meeting. These innovations—**Cross-Disciplinary Spotlight** and **Learning Pathways**—are described below.

These changes are driven by feedback from the PAS Program Committee and PAS attendees and are being made to address three specific needs:

- 1) to increase attendee program satisfaction by offering more cross-disciplinary sessions and less concurrency
- 2) to retain successful innovations tested through “PAS Labs” and to conduct further pilot tests and
- 3) to advance implementation of the PAS strategic plan.

Cross-Disciplinary Spotlight: For PAS 2020, we especially encourage submission of cross-disciplinary presentations that demonstrate different approaches to high interest topics. Some examples:

- In-depth, updated presentations about peanut allergy management, involving bench research, clinical care delivery, advocacy, and community involvement relevant to managing children with severe peanut allergy.
- Workforce pipeline development and related issues common across pediatric subspecialties.
- Approaches to genetic analytics in patients with intellectual and developmental disabilities.

Learning Pathways: The new Learning Pathways below provide a mechanism for developing cross-disciplinary content. We encourage you to employ these over-arching concepts as you develop your submissions. As you do so, keep in mind how basic, clinical/translational, and health services research topics relate to each pathway.

- 1) **Digital Therapeutics Pathway:** Highlights EHR utilization, telehealth, eHealth applications, big data analytics, and evidence-based therapeutics driven by high quality software programs and wearable technologies to prevent, manage, and/or treat medical issues (i.e. adherence).

- 2) **Trainee Pathway:** Focuses on career development, networking, skills development and informational sessions that foster mentor/mentee interactions. As you consider this pathway, please be aware and consider the following PAS Labs to be tested at the 2020 Meeting:
- **Trainee Zone Lounge** – A networking and lounge space for trainees and conducive to 15 minute “mini” career sessions throughout the conference schedule. These mini-sessions are ideal for exposing trainees to career opportunities in pediatric specialty/subspecialties or pediatric research as well awards, grants, mentoring or other programs offered by PAS Partner and Alliance societies.
 - **Early Career Investigator Day & Evening Reception** – This new focus for Friday’s pre-conference programming creates opportunities for PAS Partner and Alliance societies to continue growing the pediatric research pipeline and to feature their career development initiatives.
 - **Expert Round Table Discussions** – Led by 20-30 experts on subjects of interest to our attendees, these Round Table Discussions allow attendees with a shared common interest time on Sunday morning to come together to share ideas, ask questions of experts, and build relations.
- 3) **Clinical/Research Pathway:** Highlights up-to-date clinical practice standards in child health, including clinical trials, global health care delivery, clinically-integrated pathways and care standards, and clinical scenario simulations, especially those focused on bench to bedside and back.
- 4) **Education Pathway:** Focuses on best practice and innovations in medical education for all participants, including diversity, development, equity, implicit bias in practice, and physician burnout and work-life balance issues.
- 5) **Advocacy Pathway:** Highlights population and community health, public policy, social determinants of health, integrated care pathways (across community foundations, education and healthcare delivery organizations) and emerging topics relevant to child health. Includes topics relevant to life span, value-based care, and quality improvement science.

I look forward to working with each of you to grow these cross-disciplinary sessions and opportunities and value your expertise and continued support of the PAS Meeting.

Best Regards,

Patrick D. Brophy MD, MHCDS
PAS Program Chair

Scholarly Session Program Formats

Top academic pediatricians, policy makers, and clinicians utilize a variety of innovative approaches to address high-quality, scholarly topics of interest to the broad constituencies attending the PAS Meeting.

- **Basic-Translational-Clinical Roundtables** encourage collaboration between basic scientists, translational researchers, and clinicians. Roundtables outline a pediatric healthcare challenge and investigative approach, provide an overview of new therapeutic applications, and discuss emerging mechanisms and biological effects being discovered. The goal: identify areas for further exploration to develop novel research and optimize therapies. (1.5-2 hours)

- **Clubs** – Focused sessions that are organized by club members and are open to all attendees at no additional fee. (1-3 hours)
 - Audrey K. Brown Kernicterus Symposium
 - Bilirubin Club
 - Bioethics Interest Group
 - Directors of Research Club
 - Lung Club
 - Milk Club
 - Neonatal Feeding Club
 - Neonatal Hemodynamics Club
 - Neonatal Sepsis Club
 - NICU Follow Up Club
 - Pediatric Hospital Medicine Club
 - Perinatal Brain Club
 - Perinatal Nutrition Club

- **Debate/Pro-Con Discussions** address a variety of controversies across pediatrics: diagnostics, medical management, therapeutics, research strategies, policy, and more. Look for robust debate and audience participation across 2-3 related topics. (1.5-2 hours)

- **Expert Round Table Discussions** – Led by 20-30 experts on subjects of interest to our attendees, these Round Table Discussions allow attendees with a shared common interest time on Sunday morning to come together to share ideas, ask questions of experts, and build relations. (expands on the Meet the Professor session) (1.5 hours)

- **Hot Topic Symposia** focus on issues targeted to more specialized audiences, e.g., subspecialists, general pediatricians, educators, etc., than those covered in State of the Art Plenary sessions. Hot Topic Symposia generally include 3-4 presentations with time for active audience discussion. (1.5-2 hours)

- **Panel Discussions** provide an interesting and engaging learning opportunity. Led by a moderator with subject area expertise, 3-5 panelists dive deep into timely pediatric issues and encourage audience participation. (1.5-2 hours)

- **Presidential Plenaries** - Presidents of the four PAS partner societies—American Academy of Pediatrics (AAP), Academic Pediatric Association (APA), American Pediatric Society (APS), Society for Pediatric Research (SPR)—and the American Society of Pediatric Nephrology (ASPN) each sponsor a Plenary Platform Session featuring special speakers and scientific presentations. (1.5-2 hours)

- **State of the Art Plenary** sessions present seminal advances in pediatrics featuring issues with a major impact on the health of children—advances in biomedical research, health policy, and other issues affecting the academic pediatrics field. Plenary sessions usually have invited lectures from one to three recognized leaders; due to large audience size, opportunities for significant interaction are limited. (1.5-2 hours)

Scholarly Session Important Dates

Call for Scholarly Sessions: Aug. 6-Oct. 2, 2019

Proposal Review and Selection: Oct. 2-23, 2019

Notification sent by email: Nov. 8, 2019

Log in to the [PAS Program and Events Center](#)

New Users: Click "**Create an Account**" for all submissions to the PAS 2020 Meeting.

Returning Users:

Log in with your User ID and Password. If you have an account, but do not remember your login information, click **Forgot Password**. You will receive an email with a link to change your password. If you do not receive an email, check to see if it went to an alternate address or was blocked by spam filters. If you encounter further issues, please contact PAS at info@pasmeeting.org.

Tips: User IDs and Passwords are case-sensitive. Avoid creating multiple accounts with different emails for the same person.

Access the Session Proposal Center

1. Select the **Session Proposal** tab in the horizontal bar.
2. You may create a new Session Proposal or view draft or submitted Session Proposals here.
3. There are five steps in the process:

Step 1: Type – Select Scientific Session Proposal

Step 2: Content – The title, description, tracks, objectives, and other details

Step 3: Participants – Information about the Chairs and/or Contact Person

Step 4: Speakers – Speaker information, presentation title, and duration

Step 5: Review and Submit – Review all details to ensure accuracy and completeness.

Be sure to complete Steps 1-4 (detailed below) and hit the final "submit" button after Step 5.

Scholarly Session Submission Instructions

Call for Scholarly Sessions: **Aug. 6 – Oct. 2, 2019**

Prior to submission, **all Scientific Session submitters must do the following:**

- Confirm that all speakers are available for the **PAS 2020 Meeting dates (May 2-5, 2020)** and are willing to abide by [PAS Speaker Support Policies](#).
- Confirm that all speakers have logged on to the PAS Program and Events Center and have completed the Conflict of Interest/CME Disclosures. A proposal may be submitted before all disclosures are complete, but **all participants must complete the disclosures prior to the submission deadline, Oct. 2, 2019**. It is the responsibility of the session organizer to ensure disclosures are complete.
- **Failure to disclose may result in disqualification of non-compliant individuals from participation in this activity.**
- **Commercial Interest Employees:** The use of employees of ACCME-defined commercial interests as faculty and planners or in other roles where they are in a position to control the content of accredited CME **is prohibited**.

Audiovisual Guidelines

A Complimentary Standard AV Package is provided in the **Convention Center** for

- Scholarly Sessions, Platforms, Oral Poster Symposia
- Workshops*

- APA SIGs*
- Select Committee/Business Meetings

The Standard AV Package includes LCD projector, screen, PC laptop (with sound connection to room speakers), and microphone(s) based on room size. Participants are required to use the PC laptop provided in the room. Presentation Mode is available on all laptops; personal laptops are not permitted.

Standard room set:

Small Session Room = 1 lectern mic (sound connection to room speakers is at the discretion of PAS and based on actual size of room)

Medium Room with stage = 1 lectern mic, 2 tabletop mics, 1-2 floor mics at the discretion of PAS

Large Room with stage = 1 lectern mic, 2 table mics, 2-4 floor mics at the discretion of PAS

* All Workshops and APA SIGs will be assigned to the Convention Center during the PAS 2020 Meeting.

Ancillary Events need to arrange for audiovisual equipment (projector, screen, microphone, etc.) directly with the PAS exclusive AV provider.

All **Clubs**, both sponsored and non-sponsored, have access to the standard AV package, but sponsored clubs will need to work with PAS Logistics team to finalize AV needs based on available budgets and location.

WORKSHOP AV DISCLAIMER: Only standard equipment, as described above, will be supplied for each workshop. The PAS Meeting is unable to support costs for workshops with extraordinary and/or large equipment (simulation, oxygen tanks, patient beds, etc.) NOTE: If you intend to use any simulation/extraordinary equipment, it MUST be annotated below. Please contact Workshop Coordinator Jennifer Padilla jennifer@pasworkshop.org AND Kaylinh Ly Kaylinh.Ly@bcm.edu with equipment specific questions or to clarify expectations in the event your submission is accepted.

Proposal Submission Steps and Details

Step 1: Type

Select: Scientific Program Proposals – All scientific sessions

Step 2: Content

Please fill out the fields with information about your proposal. There is a 2,500 character limit for each field, unless specified.

- **Session Role Name:** use the drop down to identify the type of session; questions vary by session type
- **Session Title:** Title provided will be used for publication: please ensure accuracy. Title case preferred; do not use all caps. 500-character limit (brevity is appreciated).
- **Description**
- **Objectives**
- **Target audience**
- **Tracks (select all that apply):** Highlight the **Track**, then click the **+Selection(s)** button. It will populate in the **Response** section below the question. Press Control and click to highlight multiple tracks. Use tracks to assist with key word search in the mobile app.
- **Which time block do you prefer?** 90 or 120 min.
- **Audience size** – Please enter your best estimate of the expected number of attendees.
- Are you going to have a **Q&A session?** Y/N
- **Q&A Session**--If yes, provide details and anticipated length (it will be added administratively)
- **Society affiliation(s) for this session** (ctrl and click to mark multiple societies)

- **Conflicting sessions to avoid** when scheduling your session: (Please list no more than three MAJOR conflicts to avoid) If this session is accepted, please list other topics or events that should be avoided when scheduling. Please keep in mind, although we try to minimize scheduling conflicts, we cannot guarantee that all of these conflicts or speaker conflicts will be avoided.
- **Is there a Sabbath conflict for this session?**
- **Does your presentation require a sound connection (e.g., for embedded video)?**
- **Are you interested in having interactive audience polling/response capability in this session?**
Y/N
- **Additional comments about this session, including special room set needs** (please do not repeat session description details)

After you have finished with this section, click **Save & Continue**. The program will prompt you to finish incomplete areas. You may click **Save** at any point.

Step 3: Participants

- Click **+Add Participant** button
- Search for a person by entering first name or last name of Participant then click **Search**. You can also search by email address, but many duplicate accounts are created due to multiple variations of institutional emails.
- If correct name appears, select **+Add**.
- If the correct name does not appear, click **Create a Participant** and enter all required fields. Click **Submit Created Participant**.
- Select or create the affiliated institution. If the institutional affiliation is not listed, create it by entering Name, City, State, and Country.
- Select the **Role** from the drop-down menu: For **Scholarly Sessions, appropriate roles are** Chair(s) and/or Contact Person(s) in Step 3. Speakers or panelists are added in Step 4.
- You may add more participants by repeating the same steps.
- Click **Save and Continue** once all Chairs/Contact Persons are added.

Step 4: Speakers

Instructions for Adding a Speaker to Session Proposal

- Click **+Add Speaker** button.
- Enter **Title** of Speaker's presentation.
- Search for a person by entering first name or last name of Participant then click **Search**. You can also search by email address, but many duplicate accounts are created due to multiple variations of institutional emails.
- If that person is in the database, their name will appear. Click **+Add** on the left side of the name.
- If the correct name does not appear, click **Create Speaker** and enter all required information. Click **Submit Created Speaker**.
- Select or create the affiliated institution. If the institutional affiliation is not listed, create it by entering Name, City, State, and Country.
- Select the **Duration of Presentation** (from the drop-down menu) for each speaker before adding a new speaker.
- To add more speakers, click **Save Created Speaker & Add Another**.
- Repeat the steps until all speakers are added to the session.
- To rearrange the order of speakers, re-number the drop-down boxes next to each name then click **Update Speaker Order**.
- Make sure the allocation of time is accurate for the 90- or 120-minute session you specified, including any Q&A periods indicated (Q&A blocks must be added administratively.)

Note: Please provide justification if speaker is a not a member of the APS, SPR, APA, AAP, ASPN, or PIDS or is international. See [PAS Meeting Speaker Support](#) guidelines for more information

When all Speakers have been added for this session, click **Save & Continue**.

Step 5: Review and Submit

- A draft of all information entered for the session will be available to review and edit, if needed. If any information is missing, there will be a prompt to return to that section and complete it.
- You may save the proposal as a draft and finish it later. Review the information provided in the completed draft. When the draft has all the correct information in it, click **Submit**.
- You will receive email confirmation of the submission.
- Revisions can be made to all submitted Scholarly Session proposals until the **submission deadline: Wednesday, Oct. 2, 2019 11:59 pm EDT**.
- If changes must be made to the session proposal after submission, but before the deadline, return the session proposal to **Draft** status: log in, click on Session Proposal, scroll down to Submitted Proposals. Under **Action**, select **Return to Draft**. Make the necessary changes and **Resubmit** the session proposal prior to the deadline. **If you do not resubmit a draft session, it will not be considered for the PAS 2020 Meeting.**

After Submitting Your Proposal

You should receive a confirmation email from the PAS Program and Events Center (PPEC) after you submit your proposal. Check your spam folder if you don't receive an email. Note that some institutions have firewalls that make it difficult to receive communications from the submission site. To ensure uninterrupted email delivery, please have your IT team whitelist the domains of [amazon.com](#) and [abstractcentral.com](#). You are encouraged to log on to the PPEC at any point in the process to check on your proposal and read any emails that have been sent.

The PAS 2020 Program Committee reviews all proposals and collaborates to build a high-quality program that provides outstanding scientific content and enhances the experience of our attendees. **Scholarly Session notifications will be emailed on Nov. 8, 2019.** The sessions will be scheduled in the following weeks; specific information about date and time for individual sessions will be emailed later in November.

If you have questions regarding session proposals or the PAS 2020 Meeting program, please contact the PAS Office at info@pasmeeting.org or 346.980.9717.

TECHNICAL SUPPORT

Email: ts.acsupport@clarivate.com

Phone: 434.964.4100 or 888.503.1050; M - F: 12 am - 8:30 pm (EST)



PAS 2020 Meeting | April 29 – May 6, 2020 | Philadelphia, PA
April 29-May 1 • Pre-conference Events | May 2-5 • PAS 2020 Meeting | May 6 • Post-conference Events