



2017 RSS Annual Scientific Meeting

BRIDGING THE GAP: Improving Patient Care through Science & Innovation

November 2 - 4, 2017 | Rio Hotel | Las Vegas, Nevada

Abstract Submission Guidelines

Important Dates

- Abstract Submission Opens: Sunday, January 1, 2017
- Abstract Submission Closes: **Saturday, April 1, 2017**

Scientific Abstract Categories

- CNS
 - Intracranial
 - Spine
- Extracranial
 - Breast/Gynecological
 - Gastrointestinal
 - Genitourinary
 - Head & Neck
 - Lung
 - Extracranial Other
- Emerging Technology
- Immunotherapy
- Physics

At-A-Glance Submission Requirements

- Create an abstract that is organized according to the following six sections:
 - Title – Should not use product or brand names
 - Author(s) – Please enter presenting author first
 - Objectives – Defined as the hypothesis or the purpose of the study
 - Methods – Defined as the study design
 - Results – Includes the outcomes of the study and statistical significance if appropriate
 - Conclusion – State the significance of the results
- Submit your abstract by the deadline: **Saturday, April 1, 2017**

Continuing Medical Education (CME)/Continuing Education (CE)

For purposes of Continuing Medical Education or Continuing Education (CME or CE), a disclosure of relevant financial relationships with commercial interests is required for anyone who can influence CME/CE content. Abstracts selected for presentation will require the submission of CME/CE Disclosure Forms by the presenting author.

Abstract Grading & Selection

Submitted abstracts will be considered for the following presentation categories:

- Oral Presentation
 - Abstracts accepted for oral presentation will be presented in the Clinical or Physics Sessions.
- Poster
 - Accepted posters will be on display throughout the meeting.

Abstract Notification of Acceptance

- The Scientific Review Committees (Clinical & Physics) will review all submitted. The Scientific Review Committees have the right to re-categorize an abstract.
- Notification of receipt and acceptance, and all additional correspondence will be conducted via email with the presenting author.
- Presenting authors will be notified no later than **Friday, June 30, 2017** as to whether their abstract submission has been accepted for oral presentation or as a poster.
- Once we receive confirmation that you agree to present, you will receive informational documents including presentation guidelines and specifications.

ABSTRACT REGULATIONS

Please be aware that your abstract will NOT be considered if you do not comply with these guidelines.

Online Submission Form Instructions

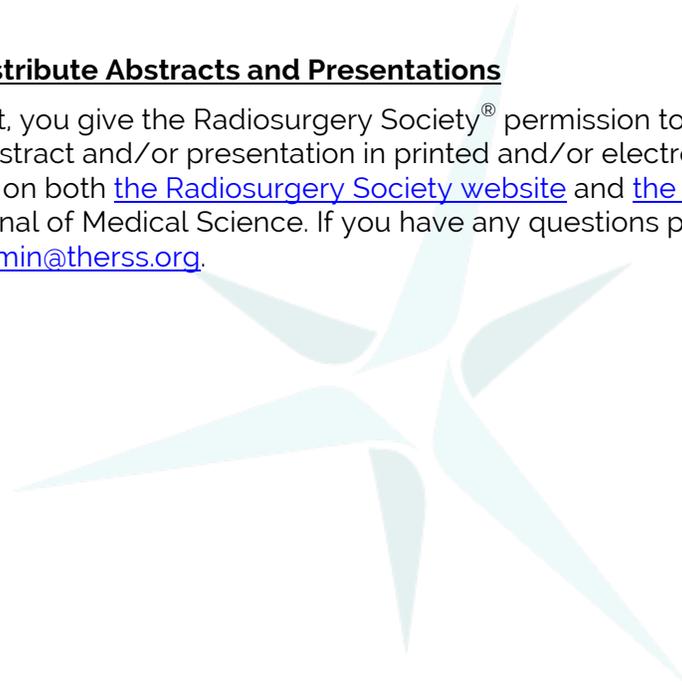
- Abstracts for this meeting **must be submitted no later than Saturday, April 1, 2017.**
- An individual may submit more than one abstract.
- An abstract may only be submitted once. Duplicate abstracts (reporting the same data) that are submitted under a different author will not be considered.
- Abstracts must be submitted online through the abstract submission site.
- Abstracts must summarize an original contribution and must not have been presented, published or accepted for presentation or publication elsewhere.
- Abstracts must be submitted and presented in English.
- **Due to CME/CE regulations, abstracts should NOT use product or brand names, especially in the title.** Whenever possible, we encourage the use generic references/terms such as: treatment delivery device, radiosurgery or radiotherapy. Example: **"Patient was treated with radiosurgery."** is preferable to "Patient was treated with TrueBeam."
- Once an abstract has been submitted, it may not be revised.
- The presenting author is obligated to ascertain that all authors are aware of abstract content before submission.
- The presenter and co-authors must identify any financial interest in products or processes described in the abstract and sign a financial disclosure.
- The presenting author is the primary contact for all correspondence regarding the abstract, unless otherwise specified under the "Contact Information" section of the online abstract submission system.
- The presenting author is responsible for the following:
 - Ensuring that all authors have read the abstract and agreed to be co-authors. Failure to get approval from all authors will result in rejection of the abstract.
 - Notifying all co-authors of any additions, deletions, and changes to the abstracts.
 - Obtaining all the conflict-of-interest disclosure and copyright transfer information from co-authors.
 - Forwarding all correspondence to all co-authors, including RSS policies and guidelines and the Accreditation Council for Continuing Medical Education (ACCME) Standards for Commercial

Support for Continuing Medical Education (CME).

- Spell any symbol abbreviations as they may not translate correctly.
- An abstract may NOT contain any illustrations, images, graphs or tables. The abstract must be formatted in text only. Any abstract containing an image, graph or table will NOT be accepted.
- **Maximum character count**, including spaces is 3,500.
- A maximum of 10 author names may be listed on each abstract. There are no exceptions.
- Submission of an abstract conveys permission to the RSS to publish your abstract and/or presentation.
- **Submitting an abstract for presentation does not constitute registration for this meeting.** All presenters are required to register and attend the meeting. To register please visit the RSS website at www.therss.org.

Permission to Post and Distribute Abstracts and Presentations

By submitting your abstract, you give the Radiosurgery Society® permission to post, publish and/or distribute the submitted abstract and/or presentation in printed and/or electronic form. Accepted abstracts will be published on both [the Radiosurgery Society website](#) and [the Radiosurgery Society Channel](#) in the Cureus Journal of Medical Science. If you have any questions pertaining to this permission request, please contact admin@therss.org.



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