



Dear Colleagues,

The Officers, Board of Directors, and Annual Meeting Program Committee of the Society for Healthcare Epidemiology of America (SHEA) cordially invite you to attend the 19<sup>th</sup> Annual Scientific Meeting from March 19 to 22, 2009 in San Diego, California, USA.

The mandates and challenges faced by professionals in healthcare epidemiology today require members of this community to integrate science, cost containment realities, theoretical threats, and local pressures into practice. This meeting serves to join the efforts and expertise of top clinicians, scientists, and epidemiologists from around the world to discuss the latest advances in healthcare epidemiology.

To bring you the most important and relevant information, we have invited an expert international faculty to address healthcare epidemiology issues within plenary, symposia, workshop, and meet-the-consultant formats. Our program will provide you with the latest updates in new and emerging issues, as well as point-counterpoint discussions on controversial topics.

We look forward to seeing you at this major educational event.

Daniel J. Diekema, MD  
General Chair  
Annual Meeting Program Committee

Carol E. Chenoweth, MD  
Scientific Program Chair  
Annual Meeting Program Committee

19<sup>th</sup> Annual Scientific Meeting

The Society for Healthcare Epidemiology  
of America (SHEA)

March 19-22, 2009

SHEA invites the submission of research abstracts from all areas of healthcare epidemiology.

**Abstracts must be submitted online.**  
[www.shea-online.org](http://www.shea-online.org)

Versions not submitted through the abstract submission site will not be considered. Corresponding authors will receive an e-mail confirmation that SHEA has received the submitted abstract.

*Program directors are requested to encourage fellows to submit abstracts.*

## Important Dates and Deadlines

|  |   |
|--|---|
| <b>Abstract Submission Site Closes:</b>            | Monday, November 17, 2008 at 5:00 p.m. ET   |
| <b>Awards Deadline:</b>                            | Monday, November 17, 2008 at 5:00 p.m. ET   |
| <b>Regular Abstract Disposition Notifications:</b> | Friday, December 12, 2008                   |
| <b>Abstract Withdrawal Deadline:</b>               | Friday, December 19, 2008 at 5:00 p.m. ET   |
| <b>Late-Breaker Submission Site Opens:</b>         | Wednesday, January 7, 2009                  |
| <b>Discounted Pre-Registration Deadline:</b>       | Wednesday, January 7, 2009 at 5:00 p.m. ET  |
| <b>Late-Breaker Submission Deadline:</b>           | Thursday, January 29, 2009 at 5:00 p.m. ET  |
| <b>Late-Breaker Disposition Notification:</b>      | Wednesday, February 11, 2009                |
| <b>Pre-Registration Deadline:</b>                  | Thursday, February 12, 2009 at 5:00 p.m. ET |

**Deadlines will be strictly enforced. No exceptions will be allowed.**

## Abstract Categories

- Antimicrobial Stewardship
- *Clostridium difficile*
- Communicable Diseases
- Critically Ill Patients (Adults)
- Critically Ill Patients (Neonates and Children)
- Dialysis
- Disinfection and Sterilization
- Emerging Pathogens
- Fungal Infections
- Multidrug-Resistant Gram-Negative Bacteria
- Hand Hygiene
- HIV/AIDS/Hepatitis
- Healthcare-Associated Pneumonia
- Healthcare-Associated Urinary Tract Infections
- Healthcare Preparedness and Public Policy
- Infection Control in Low and Middle-Income Countries
- Infections in Immunocompromised Patients
- Intravascular Device-Related Infections
- Long-Term Care
- Methodological and Statistical Issues
- Molecular Epidemiology
- MRSA (Community-Associated)
- MRSA (Healthcare-Associated)
- Non-Infectious Adverse Outcomes
- Occupational Health
- Outbreaks and Clusters
- Patient Safety
- Pediatrics and Obstetrics
- Prevention Programs
- Product Evaluation
- Quality Assessment
- Surgical Site Infections
- Surveillance
- Surveys
- Viral Infections
- VRE
- Other

## Guidelines for Abstract Submission

Further instructions are provided during the online submission process.

- Abstracts should be no more than 2,600 characters. Charts and graphs count as 150 characters. Spaces and the author block are not included in the total number of characters.
- Do not enter any part of your abstract, to include title, authors, or abstract body in all capital letters.
- Italics, underline, bold, superscript, and subscript formatting, Greek characters (both upper and lower case), scientific characters, charts, tables, and graphs are accepted.
- You may upload a file or copy and paste the text of your abstract from a word processed document or a clipboard directly into the online abstract box.
- Do not send multiple submissions of the same abstract. Duplicate abstracts will be rejected. Be sure to combine all new information into one abstract.

The Abstract Committee will review abstracts for superior quality of research, content, and presentation. Attention to the following instructions will significantly increase the likelihood that an abstract will be accepted for presentation at SHEA. There will be no appeal process and no opportunity to resubmit a rejected abstract.

- Obtain approval in advance from all coauthors before placing names on the abstract. Submission of an abstract implies that the author and coauthors are aware that their names will appear on the abstract. Failure to obtain approval from all authors will result in immediate rejection of the abstract.
- Include a concise statement of the research under investigation. Describe the objectives and results of the research. Include specific conclusions. Statistical analyses should be used when appropriate to support the conclusion. Concluding statements such as "the results will be discussed" are not acceptable.
- Be sure that you have fully completed the submission process. Incomplete abstracts will not be reviewed.
- Briefly describe experimental methods.
- Include specific findings and data. Promises such as "to be completed" are not acceptable. Define all concepts and abbreviations at first use.
- Do not submit multiple abstracts on overlapping facets of the same project unless each abstract clearly stands on its own. Repetitive abstracts will be rejected.
- Resolve any issues relating to patent matters before submitting the abstract.
- Provide disclosures. If the abstract is accepted for presentation, then you must list financial interests/relationships or "nothing to disclose" on the first slide of your presentation or at the top of your poster. A response to this request must be provided for each author or author group before the abstract can be considered for peer review.

## Important

- *Proof your abstract.* Accepted abstracts will be published exactly as submitted.
- Print a copy of your abstract and keep it for your records until you receive your abstract disposition letter.

## Late-Breaker Abstracts

Abstracts containing data not available at the original abstract deadline may be submitted for consideration for late-breaking presentation. Late-breaker abstracts are highly competitive; only abstracts containing new, novel information will be considered. All late-breaker abstracts must be submitted online by Thursday, January 29, 2009. Late-breaker authors are not eligible to apply for SHEA awards. Abstracts will be published in an addendum distributed onsite to all attendees with their *Final Programs*.

**Late-Breaker Submission Site Opens:** Wednesday, January 7, 2009

**Late-Breaker Submission Site Closes:** Thursday, January 29, 2009 at 5:00 p.m. ET

## Resolution of Personal Conflicts of Interest

It is the policy of SHEA that all speakers, including abstract presenters, resolve any real or apparent conflicts of interest relating to the topics of this educational activity. According to the Accreditation Council of Continuing Medical Education (ACCME) Essentials and Standards, SHEA must provide balance, objectivity, and scientific rigor in all sponsored educational activities.

In addition to disclosing conflicts of interest on the submission site, presenters must list financial interests/relationships or "nothing to disclose" on the first slide of their presentations or at the top of their posters. Failure to do so could result in disqualification from presenting abstracts at the SHEA Annual Scientific Meeting in the subsequent year.

## Withdrawal and Penalties

If you wish to withdraw an accepted abstract, you must send your request in writing by the withdrawal deadline of Friday, December 19, 2008 at 5:00 p.m. ET. Withdrawal of an accepted abstract after this date or failure to present an accepted abstract could result in disqualification from presenting an abstract at the SHEA Annual Scientific Meeting in the subsequent year. Send your withdrawal letter by e-mail, fax, or mail to:

SHEA Abstracts  
1300 Wilson Blvd., Suite 300  
Arlington, VA 22209  
E-mail: [info@shea-online.org](mailto:info@shea-online.org)  
Fax: (703) 684-1009

## Embargo and Copyright Policy

Abstracts are considered official communications of the conference. The presenting author and coauthors must comply with the SHEA embargo policy that the wording of abstracts does not duplicate text that was presented or published prior to the 19<sup>th</sup> Annual Scientific Meeting of SHEA. While SHEA will consider research findings that have been previously presented and/or published, abstracts should include updates that provide the audience with new perspectives and must result in additional learning for the audience. Authors and coauthors transfer any copyrights and agree to release abstracts for future SHEA publication and grant permission to SHEA to audio/video record oral presentations for later sale.

## Disposition Notification

Abstract disposition notices will be sent via e-mail to submitting authors. Abstract dispositions will not be provided before this date. It is the responsibility of the submitting author to notify all coauthors that the abstract has been accepted or rejected, and to disseminate the presentation scheduling information. If your abstract is accepted, guidelines for preparing poster or oral presentations will be posted at [www.shea-online.org](http://www.shea-online.org) on December 12, 2008, and will be included with accepted abstract disposition notifications. Please note that due to the large number of abstracts, SHEA will not consider special scheduling requests for poster or oral presentations.

If you do not receive your notification by December 19, 2008, please contact SHEA at [info@shea-online.org](mailto:info@shea-online.org) or (703) 684-1006.

## Submitted Scientific Paper Sessions

These sessions are built around SHEA's submitted abstracts and feature up to six abstracts for oral presentation and question-and-answer.

The presenting author is expected to discuss his or her scientific research and summarize the data in a comprehensive ten-minute presentation, with five minutes for question and answer. Presenting authors are required to use POWERPoint slides to accompany their oral presentations.

## Posters with Professorial Rounds

Posters with Professorial Rounds highlight poster presentations in several different categories of abstracts that provide new scientific and clinical findings. For each session, an expert in the field is selected to communicate the findings and point out posters of particular interest.

Poster session abstracts have been selected and grouped together by category/topics. Abstracts are displayed on poster boards on assigned days during the Annual Scientific Meeting. Poster presentations give authors an opportunity to acquaint attendees and experts in the field with the fundamentals of their abstracts and research. Presenting authors are required to be present at their poster boards for one hour on their assigned days.

## Required Format

- **Title**
  - Use a concise title that summarizes the content of the abstract.
  - Capitalize the first letter of each word except prepositions, articles, and species' names.
  - The title is included in the 2,600 character limit.
- **Authors**
  - Author(s)' names must be complete (e.g. John S. Doe, MD).
  - Include the name, degree, institution, city, state, and country of all authors and author groups. Do not insert periods into authors' degrees. Authors are not included in the 2,600 character limit.
  - Each author should list the name of his or her institution, city, state, and country. Do not include department, division, laboratory, etc. Grant acknowledgment should not appear in abstracts, but should be included in CME disclosures.
  - *Use the abbreviations below.*
- **Abstract Text**
  - Describe the relevance of the research using background, methods, results, and conclusions.
  - Italicize all specific names of microorganisms and scientific organisms.
  - *SHEA will not edit or revise abstracts.* Submitters/authors are responsible for the accuracy of the abstract text and its adherence to the required format. We recommend that a colleague review the abstract for accuracy and grammar.
- **Subject Category**
  - Abstracts will be divided into categories for review and programming purposes. Choose only one subject category.
  - The Annual Meeting Program Committee reserves the right to reassign your abstract.
- **Contact Information**
  - Provide all pertinent contact information to ensure that correspondence is received. SHEA will correspond with the contact information that is provided at the time of submission.
  - It is the responsibility of the submitting author to communicate future correspondence to all coauthors.
- **Key Words**
  - Choose one to three key words from the drop-down menus, with the highest priority key word shown first.
- **Changes/Modifications**
  - No changes or modifications, including author and affiliation, are allowed after the abstract submission deadline of Monday, November 17, 2008.
  - Once you submit the abstract, a confirmation message will appear on the screen with an assigned abstract tracking number.

## Author Block Abbreviations

Use the following abbreviations within the author block. These abbreviations apply to plurals, adjectives, and foreign versions of these words. Abbreviate states using capital letters without periods, e.g. PA not Penn.

|  |        |   |            |
|--|--------|---|------------|
| Administration                             | Admin. | Incorporated  | Inc.       |
| Biology or Biological                      | Biol.  | Institute(s) or Institution                           | Inst.      |
| Center                                     | Ctr.   | International   | Intl.      |
| Centers for Disease Control and Prevention | CDC    | Laboratory  | Lab.       |
| Clinic or Clinical                         | Clin.  | Laboratories  | Labs.      |
| College                                    | Coll.  | Medical or Medicine                                   | Med.       |
| Corporation                                | Corp.  | Memorial  | Mem.       |
| Department                                 | Dept.  | Microbiology or Microbiological                       | Microbiol. |
| Development                                | Dev.   | National  | Natl.      |
| Division                                   | Div.   | National Institutes of Health                         | NIH        |
| Education                                  | Ed.    | National Institute of Allergy and Infectious Diseases | NIAID      |
| US Food and Drug Administration            | US FDA | Public  | Publ.      |
| Foundation                                 | Fndn.  | Research  | Res.       |
| General                                    | Gen.   | School  | Sch.       |
| Hospital(s)                                | Hosp.  | Science(s)  | Sci.       |
|  |        | University  | Univ.      |
|  |        | US Department of Agriculture                          | USDA       |
|  |        | Veterans Administration                               | VA         |