



Instructions for abstract and case presentation submission

Abstract/case presentation abstract Information

You must submit your abstract online via the link on the website.

Abstract and Case Presentation submission deadline: **17:00 UK time Friday 22nd March 2024.**

Correspondence from NHIVNA regarding status of abstract submissions: **w/c 29th April 2024.**

We welcome abstract submissions from nurses of all grades, health advisors and allied healthcare professionals in HIV.

Suitable topics for abstract submission:

- Access and service delivery
- HIV treatment
- Sexually transmitted infections
- Children and pregnancy
- Complications of HIV disease or treatment
- Diagnosis and testing
- Epidemiology and surveillance
- Management issues in HIV
- Age, gender and migration-related issues
- Pathogenesis, transmission and prevention
- Psychosocial, mental health and stigma issues

IMPORTANT INFORMATION Please read carefully

Registration is necessary for presentation and publication of the abstract. Submissions without a completed registration for the presenting author will be withdrawn from the conference.

Your presentations may be eligible for one of the conference awards. Please refer to page the scholarships and awards section of the website for further details.

General Guidelines

- All abstracts must be submitted in English.
- All abstracts must be submitted via the online submission system.
- Abstract content will be reproduced as submitted; therefore, proofreading beforehand is essential.

Abstract format

Anonymous submission: A 'blind' selection process will be used. No identifying features such as name of hospitals, medical schools, clinics or cities should be listed in the title or text of the abstract. Do not include the names or affiliations of authors in the text of your abstract; these details must be submitted as separate pieces of information as part of the online abstract submission process.



Title: Use a concise title that indicates the nature of the study.

Please capitalise the first letter of the title and use lower case for the rest of the title (with the exception of proper nouns or abbreviations).

Please do not use a full stop at the end of the title.

Authors: Names should be typed in sentence case (please do not use all capital letters). Indicate title (Dr / Prof / Mr / Mrs / Ms/Mx – although titles are not compulsory) first name, and last name. The author presenting the paper must be designated.

Affiliations: Each author should be listed by institution, city and country. Do not include department, division or laboratory.

Abstract body: Each abstract must contain no more than 400 words. Only one data table is permitted in the body of the abstract. Once you have your abstract prepared, please paste this into the template as part of the online abstract submission system.

Please define abbreviations in full at first mention, including names of clinical trials or studies. Please avoid citing references in the abstract.

Amending your submission:

You are able to amend your submission up to the submission deadline, by following the link in your confirmation email.

Withdrawing an abstract:

You are able to withdraw your abstract using the link in your confirmation email.

Submitting a Case Presentation abstract:

Submission of case presentation abstracts should be exactly the same as the above.

You can select that the abstract is a case presentation submission in the online form.

All abstracts will be reviewed by the NHIVNA Executive Committee, who will allocate abstracts to be presented either orally or as a poster. The Conference Organiser will contact you to confirm which format your abstract is to take.

Delegates submitting successful poster abstracts will be given details of the required poster format. Oral presentations and case presentations will be allocated a maximum of 15 minutes, which is to include time for questions.

Accepted abstracts will be published in the conference literature and in HIV Nursing. Abstracts will be reproduced from the uploaded Microsoft Word document submitted. Presentations need not be exclusive to this meeting and may be presented elsewhere. It is the responsibility of the author to obtain permission, where necessary, for the publication of the abstract in HIV Nursing.