IACAPAP 2018 Abstracts Submission Guidelines

General Information & Deadlines

1. All abstracts submitted for the IACAPAP 2018 Congress MUST be submitted electronically via the online submission system by the given deadline 8 January 2017.

Abstracts received via fax, e-mail or received after the deadline will not be accepted and therefore will not be considered for the programme or publication.

All abstracts must be submitted in English as English is the official congress language.

2. Abstracts must be submitted into one of scientific topics, which must be selected to best match the abstract content. The list of topics is to be found further in the document.

3. Abstracts are to be submitted into one of a six different session types. The submitter needs to select a correct abstract submission type and only then may proceed with the submission:
   - **Free Papers**
     Free papers are intended for the presentation of new research data or other scholarly work. Authors may choose from two commonly used types:
     - Oral paper (15 minutes incl. discussion) – multiple oral presentations will be scheduled in sessions with presentations on similar topics. If your paper is not selected for an oral presentation, you may be offered the option to present your work as a poster.
     - Poster presentation – posters will be on display for one day of the congress.
   - **Workshops**
     A workshop is a submission of a whole 75 minute session. Workshops should be interactive and provide instruction in a set of clinical, research or educational skills. The information presented should be scholarly and evidence-based, with reference to the relevant literature. Workshops may be led by one or more presenters, who should all appear among the abstract authors. The workshop chair submits one overall abstract.
- **Special Interest Study Group**

  A special interest study group is an opportunity for networking and discussion among attendees who share a practice setting or academic interest. The chair is expected to provide learning objectives for the session, introduce the topic and facilitate discussion. He/she should submit one abstract describing the 75 minute session.

- **Media Theatre**

  An open 150 minute discussion on a topic based on multimedia presentation (motion picture, documentary, video tape, music or other form of media relevant to child and adolescent mental health. The media theatre organizer is expected to suggest both the video and the theme to be discussed by his colleagues (submitted as authors) together with the public attending the session. The session should provide an opportunity for open discussions.

- **Research Symposium**

  A research symposium is a submission of a whole 90 minute session, where the chair submits one overall abstract describing the session and 4 – 5 abstracts of concrete presentations, which will form the session. It should present new research data on related topics, with an overarching theme that is discussed by the chair. The new research should be described with reference to the relevant literature. It is permissible but not required for the chair to give one of these presentations. Approximately one-quarter of the time should be devoted to questions and discussion.

- **Academic Perspective**

  An academic perspective is a submission of a whole 90 minute session, where the chair submits one overall abstract describing the session and 2 – 3 abstracts of concrete contributions which will form the session. Academic perspectives generally do not present new research data, but provide complementary or opposing perspectives on a pertinent clinical, educational or advocacy issue that is introduced by the chair. The information presented should be scholarly and evidence based, with reference to the relevant literature. It is permissible but not required for the chair to give one of these presentations. Approximately one-quarter of the time should be devoted to questions and discussion.

4. **Once the abstract is “submitted” (through the “submit” button) it can only be amended if requested in writing to the IACAPAP 2018 Congress Secretariat, but no later than 8 January 2017.**
5. All abstracts will be reviewed by the IACAPAP 2018 Scientific Committee, who will consider its formal aspects and the quality of the content. They will decide which abstracts will be accepted and may reconsider the final presentation type.

6. **A rule of three**: each delegate must not present more than three abstracts at the congress. The number of submissions is however not limited. Should an author have more than three abstracts accepted, a co-author must be named as presenting author for the fourth and subsequent abstracts, otherwise withdrawn from the program.

7. **Accepted abstracts** will be published in the IACAPAP 2018 Proceedings. Abstracts not suitable for display will be rejected. Please have your abstract checked for correct spelling, punctuation, grammar and formal structure.

8. Authors are fully responsible for the **abstract content**. If the abstract is accepted it will be published in the very form it has been submitted by the submitting person. It is therefore recommended to check the abstract carefully as after the submission deadline no further changes may be taken under consideration.

   *It is not recommended to use any diacritical symbols.*

9. **The submitter** is automatically considered to be the presenting author/organizing and chairing person and the contact person, too. If different people, it is to be indicated within the submission, but the submitter is obliged to inform the IACAPAP 2018 secretariat, too.

10. All **presenting authors** will receive an acceptance/rejection notification via e-mail within February 2018.

11. All **presenting authors** are obliged to register by 21 March 2018.

12. **Disclosure of potential Conflict of Interest**: If, within the past two years, an author or immediate family member has had a substantial personal financial relationship relating to the support of the abstract, this relationship must be described. Such relationships include salaries, ownerships, equity positions, stock options, royalties, consulting fees and honoraria for speaking, material support and other financial arrangements. During the abstract submission process, you will be asked to disclose any potential conflicts of interest.

13. **The abstract must not have been published before**
Abstracts Formatting

Free Papers

- A submission of an individual abstract which will be grouped thematically
- The abstract title is limited by 20 words and must be submitted using the sentence case (e.g. This is the title of my abstract).
- Up to 10 authors can be submitted for one abstract (including the presenting author).
- Maximum word limit for the abstract text is 250 words
- The abstract text must follow the mandatory structure:
  - Objectives
  - Methods
  - Results
  - Conclusions
- Up to 2 pictures/charts/tables can be included within the abstract text. (Please check the step-by-step picture upload guide below.)
  - Pictures must be saved in .jpg
  - Charts can only be inserted as a picture (saved as .jpg first)
  - Tables can only be inserted as a picture (saved as .jpg first)
- Unless otherwise specified within the abstract text, all abstracts are considered to have the Institutional Review Board (IRB) or Approval of ethical committee(s)
- Please make sure to state eventual Funds/Grants provided for your study in order to have this information published with your abstract

Research Symposium

- Submitter (considered to be the chair of the session) submits the overall session description first and 4-5 individual abstracts, which represent the concrete presentations forming the session.
- Submitter is to be the contact person for the whole symposium and its speakers
- Overall description as well as the individual abstracts are to be submitted each within one text box of the research symposium abstract body
- Individual abstracts are to be submitted with full details incl. the presentation title, mandatory structure: objectives, methods, results, conclusions and all authors.
- All abstract co-authors must state their full affiliation including their e-mail contacts.
- The presenting author of each abstract must be underlined.
- Maximum word limit for the abstract text is 2000 words (500 for the overall description and 300 for each individual abstract)
• **Up to 2 pictures/charts/tables** can be included within each individual abstract text. (Please check the step-by-step picture upload guide below.)
  o Pictures must be saved in .jpg
  o Charts can only be inserted as a picture (saved as .jpg first)
  o Tables can only be inserted as a picture (saved as .jpg first)

• Unless otherwise specified, all abstracts are considered to have the Institutional Review Board (IRB) or Approval of ethical committee(s)

• Please make sure to state eventual Funds/Grants provided for your study in order to have this information published with your abstract

**Academic Perspective**

• Submitter (considered to be the chair of the session) submits the overall session description first and 2-3 individual abstracts, which represent the concrete contributions forming the session.

• Submitter is to be the contact person for the whole symposium and its speakers

• Overall description as well as the individual abstracts are to be submitted each within one text box of the academic perspective abstract body

• Individual contributions are to be submitted with full details incl. the presentation title, mandatory structure: learning objectives, description, conclusions and all authors.

• All abstract co-authors must state their full affiliation including their e-mail contacts.

• The presenting author of each abstract must be underlined.

• Maximum word limit for the abstract text is 1100 words (200 for the overall description and 300 for each individual abstract)

• **Up to 2 pictures/charts/tables** can be included within each individual abstract text. (Please check the step-by-step picture upload guide below.)
  o Pictures must be saved in .jpg
  o Charts can only be inserted as a picture (saved as .jpg first)
  o Tables can only be inserted as a picture (saved as .jpg first)

• Please make sure to state eventual Funds/Grants provided for your study in order to have this information published with your abstract

**Workshop**

• A summary of a whole session is submitted

• The abstract title is limited by 20 words and must be submitted using the sentence case (e.g. This is the title of my abstract).

• Up to 10 authors can be submitted for one abstract, authors are considered to be the active contributors and will be requested to be present onsite and participate in the session, all participating contributors must be mentioned.
• Maximum word limit for the abstract text is 400 words
  (250 for the description and 150 for the learning objectives and references)
• The abstract text must follow the mandatory structure:
  o Learning objectives
  o Session description
  o References (not mandatory)
• Up to 2 pictures/charts/tables can be included within the abstract text.
  (Please check the step-by-step picture upload guide below.)
  o Pictures must be saved in .jpg
  o Charts can only be inserted as a picture (saved as .jpg first)
  o Tables can only be inserted as a picture (saved as .jpg first)
• Please make sure to state eventual Funds/Grants provided for your study in
  order to have this information published with your abstract.

Special Interest Study Group
• A summary of a whole session is submitted
• The abstract title is limited by 20 words and must be submitted using the
  sentence case (e.g. This is the title of my abstract).
• Up to 10 contributors can be submitted for one abstract, contributors are
  considered to be the active contributors and will be requested to be present
  onsite and participate in the session; all participating contributors must be
  mentioned.
• Maximum word limit for the abstract text is 400 words
  (250 for the description and 150 for the learning objectives and references)
• The abstract text must follow the mandatory structure:
  o Learning objectives
  o Session description
  o References (not mandatory)
• Up to 2 pictures/charts/tables can be included within the abstract text.
  (Please check the step-by-step picture upload guide below.)
  o Pictures must be saved in .jpg
  o Charts can only be inserted as a picture (saved as .jpg first)
  o Tables can only be inserted as a picture (saved as .jpg first)
• Please make sure to state eventual Funds/Grants provided for your study in
  order to have this information published with your abstract.

Media Theatre
• A summary of a whole session is submitted
• The abstract title is limited by 20 words and must be submitted using the
  sentence case (e.g. This is the title of my abstract).
• Up to 10 contributors can be submitted for one abstract, contributors are
  considered to be the active contributors and will be requested to be present
onsite and participate in the session; all participating contributors must be mentioned.

- Maximum word limit for the abstract text is 400 words (250 for the description and 150 for the learning objectives and references)

- The abstract text must follow the mandatory structure:
  - Learning objectives
  - Session description
  - References (not mandatory)

- Up to 2 pictures/charts/tables can be included within the abstract text. (Please check the step-by-step picture upload guide below.)
  - Pictures must be saved in .jpg
  - Charts can only be inserted as a picture (saved as .jpg first)
  - Tables can only be inserted as a picture (saved as .jpg first)

- Please make sure to state eventual Funds/Grants provided for your study in order to have this information published with your abstract

### Young Investigators and LMIC Delegates Support

- **Young Investigator, Student, and Trainee Submissions**
  IACAPAP highly encourages and supports program submissions from young investigators and presenters, defined as those with bachelor’s level degrees, students, and current trainees (residents, fellows, and post-docs). Presenting authors who meet this criterion should indicate this by checking the “Student/Trainee Submission” box. The Program Committee highly recommends that all Student/Trainee applications be reviewed and approved by a senior co-author/mentor prior to final submission.

- **Adopt a Delegate Programme**
  IACAPAP 2018 offers an opportunity to Lower and Middle-Income Countries (LMIC) delegates to be adopted by High Income Country peers or companies-sponsors. Should you be interested in the programme or should you have such person among the presenters within your session do not forget to indicate your interest in the “Adopt a delegate programme” when submitting your abstract.

Each applicant must fulfil special application conditions. The conditions and more information about the “Adopt a Delegate Programme” are to be found on the congress website, in a relevant section.
Scientific Topics

General Child and Adolescent Mental Health
- Adoption, Extra-Familiar Care
- Advocacy, Ethics, Human Rights, Rights of the Child, Policy
- Child Abuse, CAN, Bullying, Child Protection
- Children of Parents with Mental Disorders
- Culture and Transcultural Psychiatry
- early Markers of Mental Disorders, Early Diagnostics and Interventions
- Education, Free Time Activities, Lifestyle of Children and Adolescents
- Economics, Resources, Funding in Child and Adolescent Mental Care
- Emotions, Emotion Regulation
- Epidemiology and Public Health in Child and Adolescent Psychiatry
- Fighting Stigma
- Forensic Psychiatry and the Role of the Legal System in Child Mental Health
- Gender and Gender Dysphoria
- Genetics and Epigenetics
- Immunology, Infectious Diseases and Child and Adolescent Mental Health
- Infant Mental Health
- Media and the Internet
- Mental Health Promotion and Education
- Neurology and Child and Adolescent Mental Health
- New Technologies in Diagnostics and Therapy
- Neuroimaging, EEG
- Parenting, Attachment
- Prematurity and Perinatal Complications
- Prevention
- Refugees, Migration and Mental Health Issues
- Resilience, Coping Mechanisms
- Sexuality and Sexology, LGBT Youth
- Traditional Medicine

Psychiatric Disorders and Co-Morbid Conditions
- ADHD
- Anxiety Disorders
- Attachment Disorders
- Autism Spectrum Disorders
- Catatonia
- Conduct and Oppositional Defiant Disorder
- Culture Bound Disorders
- Developmental Disorders
- Dissociative and Conversion Disorders
- Eating and Feeding Disorders
• Effects of Violence, Disasters, Civil Conflicts and Migration; Trauma Informed Care
• Emergencies
• Intellectual Disability, Borderline Intellectual Functioning
• Learning Disabilities
• Medically Unexplained Symptoms
• Mental Issues with Co-Morbid Medical Disorders
• Mood Disorders
• New Disorders – Still to be Classified
• Parent-Child Relational Problems
• Personality Disorders – Arbitrary and Empirical Age Threshold
• Psychiatric Classifications and Diagnostic Issues
• Psychosomatics, Dissociative Disorders
• Psychotic Disorders
• Self-Harm Behaviour, Suicidality and its Prevention
• Sleep Impairment
• Substance-Related Issues and Disorders
• Tic Disorders
• Trauma Related Disorders

Principles of Treatment and Care
• Bridging the Gap Between Adolescent and Adult Mental Health Care
• Clinical High-Risk, Early Interventions
• Community Care, Day Programs
• Counselling
• Crisis Intervention
• ECT, Stimulation Methods
• e-Health Interventions
• Family Interventions
• Individualized/Genes Based Psychiatry
• Innovative Assessment and Intervention Programs
• Inpatient Care
• Integrative Medicine in Mental Health
• Liaison Psychiatry
• Pharmacotherapy
• Psychotherapy
• Safety of Treatments in Child and Adolescent Psychiatry
• School Mental Health Services
• Systems of Care
• Treatment Planning
Picture Upload Guide
Up to two pictures (1) can be inserted within the abstract text using the picture insert icon. They must be saved in JPG.

1. Place the picture title within the abstract in the location where the picture should appear (2). Click the “Picture Insert” icon to start the upload process (3).

2. Click the “Upload” button (1) and select the picture you wish to insert from your computer. It will be uploaded to the insert image gallery (2).
3. Select the corresponding picture (1), copy the picture title into the “Alternate Text” field (2) and add the picture dimensions (one size is enough) (3) and confirm the selection with the "Insert" button. (4) (width 300px = approx. 7cm wide)

![Image of Lighthouse.jpg]

4. When the picture is uploaded, the correct location and size can be checked. If you wish to change the dimensions you can simply delete the inserted picture and upload it once again with a different size.

![Image of Lighthouse.jpg uploaded with correct dimensions]