

CALL FOR CLINICAL CASES & GUIDELINES FOR SUBMISSION

General Information

The communication and discussion of Clinical Cases will be launched on occasion of UEG Week Barcelona 2015. Daily poster sessions on 'Clinics in Gastroenterology and Hepatology' will provide a forum for the discussion of difficult clinical problems.

Participants are invited to submit original scientific Clinical Cases for presentation provided that the Clinical Cases **have not been previously published as a full paper**. If you have submitted your case to a journal for publication, please ensure that the publication date will be after the congress. Note that cases presented during national or international meetings may also be submitted.

Accepted Clinical Cases will be published as supplement, either in printed format, electronically or both, to the UEG Journal and online on the UEG Journal website and the UEG website. UEG requires an exclusive licence to publish the accepted Clinical Cases which you need to grant on behalf of all authors of the abstract as part of your submission of a Clinical Case for UEG Week.

We encourage the best Clinical Cases to showcase themselves by presenting a poster on occasion of UEG Week Barcelona 2015 and discuss the case with experts during poster session hours.

- Three poster sessions on 'Clinics in Gastroenterology and Hepatology' will be organised in the poster exhibition, one on each day of the meeting from 12:30-14:00.
- These sessions offer the presenters relevant discussions of multifaceted, multidisciplinary clinical challenges. Therefore, submissions will not concern cases that can be managed using standard clinical guidelines but will deal with either uncommon diseases or difficult management issues.
- To foster the scientific exchange and discussion of the cases, the posters will be visited by a panel of multidisciplinary experts (including physicians, surgeons, radiologists, pathologists, etc.), who will comment on the clinical presentation and management strategies.

- The Clinical Cases should be presented by a member of the team who directly participated in the case, and should be illustrated by high-quality endoscopic, radiological and pathological images formats.
- Best scoring cases will be presented as **Posters of excellence** in the poster exhibition with a rosette and are the top clinical cases that day.

Important Dates

Opening of Clinical Case submission:	Thursday, January 15, 2015
Deadline for Clinical Case submission:	Thursday, April 30, 2015; Midnight, CET
Deadline for submission of the E-poster (in case of acceptance):	Thursday, October 1, 2015

How to submit a Clinical Case

1. Clinical cases may be submitted **only electronically** by using the **online form** from **January 15, 2015** until the **deadline** via the conference website <https://www.ueg.eu/week/>.
2. Clinical cases sent by mail, e-mail or fax will not be accepted.
3. The abstracts must be submitted in English (UK spelling) and must be presented in English.
4. A title (in capital letters) that clearly indicates the nature of the Clinical Case needs to be provided.
5. Abbreviations should be avoided in titles but may be used in the text if they are defined at first usage.
6. Choose one primary topic listed on the website which best corresponds to the topic of your clinical case.
7. Indicate minimum 2, maximum 6 keywords which best correspond to the content of your clinical case.

8. The authors' names (full first names, family names), gender and places of work (institution, city, country) must be shown, but omit degrees, titles, appointments, postal address and acknowledgement of support.
9. You should indicate which of the authors will present the case. It is mandatory to communicate presenter changes in written form.
10. Conflict of interest: It is in the intent of UEG to provide high-quality sessions focused on educational content that is free from commercial influence or bias. **Thus the submitting author of an abstract is requested to declare any potential conflict of interest for all authors during the abstract submission.**
11. You are asked to provide a brief summary (approx. 300 words / 2,000 characters including blank spaces, punctuation and author details) of the case and to include a list of illustrative material (endoscopic, radiological and pathological images, innovative physiological or other research data).
12. The Clinical Case abstract should be as informative as possible:
 - Describe the clinical history of the patient and relevant biological data
 - Summarise the investigations performed and differential diagnoses
 - At this stage clarify the difficult and original aspects of the case
 - Provide the final diagnosis
 - Summarise the therapeutic approach
 - State the points to be discussed (avoid literature review or guidelines compliance)
 - Statements such as "data will be presented" will lead to automatic rejection of the clinical case abstract.
13. Please make sure that your Clinical Case does not contain spelling, grammatical or scientific errors, as it will be reproduced exactly as submitted.
14. Statements such as "data will be presented" or similar will lead to automatic rejection of the Clinical Case.
15. Cases can be saved in draft status and completed before the deadline. Only cases with the status "Final submission" will be considered for review.
16. Cases can be saved in draft status and completed before the deadline. Only abstracts with the status "Final submission" will be considered for review.

17. The Internet submission form will automatically reject cases that do not conform to the guidelines.
18. The Scientific Committee will make a decision on the final Clinical Case Posters during its summer meeting, when selection of oral and poster presentations will be made following peer review and scoring of submitted abstracts.
19. Please note that we offer **10 travel grants in the amount of EUR 1,000** to clinical scientists of 40 years of age and below (born on January 1, 1975 and later) for best submitted clinical cases. You will need to apply for these at the same time as submitting the clinical case. **The presenting author must register for the meeting by September 10, 2015 or withdraw the clinical case.**
20. Notification of acceptance or rejection by the UEG Scientific Committee will be mailed to the submitting author at the e-mail address supplied on the abstract form **by beginning of July 2015. Additionally you have the possibility to see the acceptance status of your abstract online at the submission website (B-Com Portal).** Bearing in mind the various security measures and firewalls, we kindly request that you ensure that e-mails can reach you by adapting your spam filter accordingly.
21. Detailed information, guidelines and recommendations for poster presentations of clinical cases will be sent in plenty of time to authors whose clinical case is accepted for poster presentation at the meeting. These will also be published online at <https://www.ueg.eu/week/>.
22. **Submission of a Clinical Case constitutes a formal commitment by the author to present the case as poster at the day decided upon by the UEG Scientific Committee.** Any change in the presenting author needs to be communicated in the form of a written statement to the UEG Scientific Committee.
23. **If the original presenting author is unable to present the case, it is that person's responsibility to ensure that one of the co-authors takes over this role.** Failure to present the Clinical Case for other than well-founded reasons will lead to rejection of cases submitted at the next UEG Week.
24. The registration fee for the presenting author will not be waived. **The presenting author must register for the meeting by September 10, 2015 or withdraw the clinical case.**

25. If the Scientific Committee accepts your case, you will also be asked **to submit an E-poster (in PDF format) online by October 1, 2015**. The E-poster will be sent to the panel of experts for best preparation of the onsite discussion with the presenter. All E-posters will also be published electronically on the e-poster terminals onsite and online at the UEG e-learning portal after UEG Week.
26. **If you need to withdraw your clinical case, a written statement reflecting the reasons for this decision needs to be sent to uegweek2015abs@mci-group.com not later than July 19, 2015**. Thereafter, UEG cannot guarantee any changes within its printed matters!

Further Information

If you have any additional questions or need further information concerning clinical case submission, please contact:

UEG Week 2015

c/o MCI Suisse SA

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E-Mail: uegweek2015abs@mci-group.com

Office Opening Hours:

Monday to Friday 09:00 – 18:00 CET