



Welcome to Abstract Submission for the 76th Annual Meeting of the American Academy of Neurology

Abstract Submission Deadline:
Tuesday, October 17, 2023
11:59 PM Central Time

Disclosure Submission Deadline:
Monday, October 23, 2023
11:59 PM Central Time

THERE ARE NO EXCEPTIONS TO THE SUBMISSION DEADLINE

Rules for Abstract Submission:

For technical support, please contact Mira Smart Conferencing at 1-866-341-9590 between the hours of 8:00 AM - 5:00 PM Central time, Monday - Friday or via e-mail to AAN@mirasmart.com.

Please direct all questions regarding member/nonmember information, disclosure, submission policy, rules and guidelines via e-mail to science@aan.com.

Accepted abstracts are required to be presented in-person at the 2024 Annual Meeting.

CRITERIA

Experts rate the abstracts on scientific merit, breadth of audience interest, and quality of presentation, including compliance with the guidelines and instruction. The AAN encourages international submissions. Please review for proper English usage. If an abstract contains material that has been previously published or presented, that information must be disclosed.

CONTENT

The AAN REQUIRES that all authors organize their abstract body under the following headings: OBJECTIVE, BACKGROUND, DESIGN/METHODS, RESULTS and CONCLUSIONS. There is a maximum of 300 words allowed per abstract. The word count includes the body only. Please do not include any institution names in the abstract body. Tables and figures are not allowed.

Case reports are allowed and should use the headings that are applicable to their work. Case reports are not required to use all five headings (Objective, Background, Design/Methods, Results, Conclusions) if not applicable. Please include “Not applicable” or “NA” in the headings that are not applicable to your work.

SMALLEST PUBLISHABLE UNIT GUIDELINE

NOTICE: The AAN Science guidelines specifically address the parsing of results of a single research study into multiple abstract submissions. Examples of this approach include: (a) submission of two different abstracts from a single study - one reporting safety data and the other efficacy data - rather than submitting one abstract; and (b) submission of one abstract on efficacy in the entire study cohort, and another abstract on subgroup analyses.

Sometimes identified as the “smallest-publishable unit” strategy, this strategy runs counter to the high standards of scientific presentation at the AAN Annual meeting. Unless a compelling rationale is provided and each abstract clearly

cross-references other abstract(s) generated from the same study, the AAN reserves the right to exclude or merge your submissions.

TECHNICAL REQUIREMENTS AND ABSTRACT REVISIONS

Abstracts must be submitted online from the official AAN abstract submission website. Please proofread your abstract before submitting it to ensure the abstract content and author information is correct. Accepted abstracts will be published online exactly as they are submitted. Authors can update abstracts after they have been submitted, but prior to the submission deadline. Minimal changes may be able to be accommodated after the submission deadline by contacting AAN staff at science@aan.com. Any changes made after the deadline may not be reflected in the publication version of the abstract. Significant changes should be made at the time of presentation. Any abstracts not submitted for presentation will not be published in the *Neurology*[®] online supplement.

LETTER OF AGREEMENT

The AAN is concerned about the perception of industry influence and the science presented at its Annual Meeting. All accepted abstract presenters must complete a Letter of Agreement to present at the AAN Annual Meeting. Information about this will be sent with letters of acceptance.

DISCLOSURE STATEMENT

All abstract authors are required to complete the AAN Disclosure Statement. The thirteen disclosure questions are copied below for reference. The disclosure statement will be completed as a step immediately following the submission process. Presenting authors may not enter the disclosure information on the behalf of each co-author during the submission process. Each author must submit their own disclosure through the AAN website. Once the abstract has been submitted, an email with a direct link to the disclosure site will be sent to all authors. The submitting author will be able to see which authors have not completed their disclosures via the submission site. **Disclosure information must be on file for all authors for your submission to be considered complete.** Disclosure information will be published online in advance of the Annual Meeting. The AAN also requires that you disclose this information to the audience before or during the presentation. Full disclosure is an ACCME requirement to which the AAN must adhere.

The following questions address financial interests or other relationships in which you have received compensation for such things as salaries, ownership, equity positions, stock options, royalties, consulting fees, honoraria for speaking, grants, research support, materials support, speaker's bureau fees, advisory board fees, editor-related fees, royalties, or related financial arrangements.

1. Currently or within the past two years, I or my Immediate Family Member **receive or received Personal Compensation** from/with a: **Commercial Interest or Non-Profit Organization (does not include private-practice, academic, or hospital-based settings)** for serving as/on a(n): **Employee (requires filing of an IRS Form W-2)**
2. Currently or within the past two years, I or my Immediate Family Member **receive or received Personal Compensation** from/with a: **Commercial Interest** for serving as/on a(n): **Consultant**
3. Currently or within the past two years, I or my Immediate Family Member **receive or received Personal Compensation** from/with a: **Commercial Interest** for serving as/on a(n): **Scientific Advisory or Data Safety Monitoring Board**
4. Currently or within the past two years, I or my Immediate Family Member **receive or received Personal Compensation** from/with a: **Commercial Interest** for serving as/on a(n): **Speakers Bureau**
5. Currently or within the past two years, I or my Immediate Family Member **receive or received Personal Compensation** from/with a: **Commercial Interest or Non-Profit Organization** for serving as/on a(n): **Officer or Member of a Board of Directors**
6. Currently or within the past two years, I or my Immediate Family Member **receive or received Personal Compensation** from/with a: **Commercial Interest or Non-Profit Organization** for serving as/on a(n): **Editor, Associate Editor, or Editorial Advisory Board Member**
7. Currently or within the past two years, I or my Immediate Family Member **receive or received Personal Compensation** from/with a: **Commercial Interest** for serving as/on a(n): **Expert Witness**

8. Currently or within the past two years, I or my Immediate Family Member **own or owned Stock or an Ownership Interest (excluding mutual funds)** from/with a: **Commercial Interest**
9. Currently or within the past two years, I or my Immediate Family Member **receive or received Research Support** from/with a: **Commercial Interest, Non-Profit Organization, or Government Entity**
10. Currently or within the past two years, I or my Immediate Family Member **hold or held Patents, Royalties, or Other Intellectual Property Interests** from/with a: **Discovery or Technology relating to Health Care**
11. Currently or within the past two years, I or my Immediate Family Member **receive or received Publishing Royalties** from/with a: **Publication relating to Health Care**
12. Currently or within the past two years, I or my Immediate Family Member **receive or received Personal Compensation** from/with a: **Commercial Interest, Non-Profit Organization, or Government Entity** for serving as/on a(n): **Other Capacity**
13. Currently or within the past two years, I or my Immediate Family Member **have or had a Non-Compensated relationship(s) relevant to AAN interests or activities** from/with a: **Commercial Interest, Non-Profit Organization, or Government Entity**

AAN STATEMENT ON COMMERCIAL INTEREST PRESENTERS

The content of the accredited CME activity is limited to basic science research (e.g., pre-clinical research, drug discovery) or the processes/methodologies of research, themselves unrelated to a specific disease or compound/drug. In these circumstances, the faculty, if an industry employee, will not be permitted to present content that is related to clinical applications of the research/discovery or clinical recommendations concerning the business lines or products of their employer.

INDUSTRY INTERACTION

Guidelines to govern the interaction between Annual Meeting speakers (including directors, faculty, co-chairs, and abstract authors) and industry (any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients) and their third-party representatives:

For AAN speakers:

- Directors are responsible for selecting speakers without influence from industry.
- Content creators are responsible for creating program content without influence from industry.

For industry employees and/or their third-party representatives:

- Industry employees cannot be AAN award recipients.
- Industry employees cannot serve as a course director.
- Industry employees cannot serve on CME content-creating committees (including the Meeting Management Committee, Science Committee, Education Committee, Conference Subcommittee, Abstract Reviewers and Topic Workgroups).
- Industry employees are permitted to be abstract authors.
- Industry employees may serve as course faculty, provided that the content of their talk is limited to basic science research (e.g., pre-clinical research, drug discovery) or the processes/methodologies of research, themselves unrelated to a specific disease or compound/drug.

In instances where a company may be providing support for a presentation:

- Industry supporters and/or their third-party representatives cannot create or influence content for education and scientific presentations.
- Industry supporters and/or their third-party representatives cannot approach education and scientific program faculty concerning conference reports or other program summaries.
- Industry supporters and/or their third-party representatives cannot create any promotional materials (print, digital, social media, or otherwise) in relation to AAN education and/or science programs, including courses, posters and platform sessions, experiential learning areas, and AAN-associated events.

AUTHOR DEMOGRAPHIC INFORMATION

During submission author demographic information is collected. The AAN is committed to building and sustaining an inclusive organization that respects and values the diversity of our membership and the communities we serve and promotes equity in professional advancements and compensation. AAN meetings and conferences thrive when a rich diversity of backgrounds is present. The demographic information provided during submission relating to author identity assists the AAN in developing strategies into creating inclusive meetings and conferences.

TOPIC PREFERENCES

Using the dropdown menus under Topic Choice, indicate the topic under which you want your abstract reviewed. Please select the topic and subtopic which most accurately reflects your abstract topic. Authors can also select a secondary topic and subtopic. The AAN's Science Committee reviews topics each year to ensure they correspond with current neurological issues. Note: Final decision on presentation type (poster or platform) is determined by the Science Committee.

PRESENTATION

Accepted abstracts are required to be presented in-person at the Annual Meeting and require registration to the Annual Meeting. Accepted abstracts are presented in either platform sessions, poster sessions, or Neuroscience in the Clinic programs. The AAN's Science Committee makes the final decision of abstract assignment and approval based on scientific merit and program considerations. **Authors later withdrawing their abstracts based upon the presentation type that has been selected for their abstract may be subject to AAN sanctions.** Any changes in presenter should be emailed to science@aan.com and include the abstract title, ID number, and the presenter's name.

AUTHORS

Authors may only be the first author on a maximum of two abstracts (excluding abstracts submitted to Practice, Policy, and Ethics; Education, Research, and Methodology; and History of Neurology). There is no maximum number for co-authors— an author can serve as a co-author on as many abstracts as applicable. For groups submitting multiple abstracts, we ask that no single individual present more than two abstracts in platform sessions. We encourage younger members of the Academy to present work in which they are involved. **First authors are the contact author for the abstract. If you submit an abstract and are not the first author, please note that abstract notifications and communications will be sent to the first author.** Please do not include study groups as authors, each author should be added individually to complete their disclosure form.

PAYMENT

A \$225 non-refundable submission fee will be charged for all abstracts submitted by non-members. A \$125 non-refundable submission fee will be charged for all abstracts submitted by members. Fees are charged per abstract submission. The AAN encourages trainees to submit abstracts. PhD Candidates, Interns, Junior Residents and Fellows, and Students (Medical or Graduate) may submit their abstract at no charge. **The submission fee is based on the first author's training and member status.** Your abstract will not be considered complete if you are required to submit payment but fail to do so. If an abstract is submitted, and subsequently withdrawn or deleted by the author, no refund will be processed.

PUBLICATION

Accepted abstracts will be published in an online supplement of *Neurology*[®]. Please double check your abstract submission to make sure all abstract text and author information is correct. Email science@aan.com if you have any edits after the submission deadline. Any changes made to the abstract may not be reflected in print or online publications depending on when the request is made.

There are an increasing number of commercial organizations that are offering highlights of annual meetings, including that of the American Academy of Neurology. At times, individuals from these organizations may indicate that they have some relationship with the Academy and will ask for you to provide illustrations or tables, or major elements of your presentation for inclusion. While it is the goal of the Academy to bring material presented at the Annual Meeting before the public and the profession, we want to let you know that any communication regarding your presentation before or after the AAN Annual Meeting will only be through the Academy Office. Any unauthorized use of Annual Meeting presentation material may result in AAN sanctions.

The embargo for abstracts that will be presented at the Annual Meeting is in effect until Thursday, March 7, 2024, at 4:00 PM ET. All authors must abide by [AAN Embargo Policies](#).

HUMAN AND ANIMAL RESEARCH

The submitting author certifies that any work with human or animal subjects reported in this abstract complies with the guiding principles for experimental procedures endorsed by the American Academy of Neurology. Abstracts must comply with ethical guidelines for human and animal research, and authors may be asked to supply added documentation.

WITHDRAWALS

Withdrawal requests are permitted until April 5, 2024. However, not all withdrawals will be reflected in print or online publications depending on when the withdrawal request is made. Withdrawal requests should be submitted to science@aan.com and include the abstract title, ID number, and the presenter's name. Authors should also provide reasoning for the withdrawal. Authors not notifying AAN staff of withdrawal, notifying AAN staff after April 5, 2024, or not providing a reason for withdrawal will be subject to sanctioning. Because of the limited number of abstracts that are able to be accepted, authors are expected to make all efforts to attend the AAN Annual Meeting to present their accepted abstract. Your payment will not be refunded if you withdraw your abstract.

ABSTRACT NOTIFICATION

Abstract first authors will be notified in early February 2024 via email the outcome of their abstract submission(s).

REJECTION

Abstracts will be rejected without review for the following reasons:

- Abstracts received after Tuesday, October 17, 2023, 11:59 PM, Central Time
- Incomplete submissions and/or incomplete disclosure statement(s).

Instructions for submitted abstracts must be followed completely. Abstracts that do not conform to the prescribed rules will be rejected.