



2023 Call for Webinar Topics

ACNA is pleased to announce the **Call for Webinar Topics** during 2023.

Submission guidelines: Please visit the ACNA Abstract Management System to register and submit your abstract for review at the following web address:
<https://www.conftool.org/acna2022/>

Abstract is limited to 500 words, excluding the title. The abstract should contain a description of the project or subject matter as well as a learning outcome. If presenting a research/evidence-based project, please include the methodology, analysis, and results. All references to names and organizations within the body text should be removed that could identify the authors/investigators.

The Education Committee will be reviewing and evaluating each abstract for relevant content supported by evidence-based practice and/or guidelines, and quality of writing in expressing key ideas. Abstracts that promote products will not be considered.

Novice Presenters – Mentoring the Next Generation: ACNA supports novice presenters by assigning a mentor. A novice presenter is defined as someone who has not done a presentation outside of their employer organization. Co-presenters may not apply, unless all co-presenters meet the novice definition. If you are a novice and need help with your abstract submission, please reach out to education@cannabisnurses.org. If selected, a mentor will be assigned to you to assist with developing your presentation.

Submission deadline: Topics are submitted on a rolling basis through December 31, 2023.

Submission questions: Any abstract submission questions should be directed to the following:

ACNA Education Committee Chair
Email: education@cannabisnurses.org

Levels of presentation: Presentation level is important to the planning process to assure that all learning content levels are represented in the overall program.

- **Advanced beginner:** Primary focus is on basics of cannabis medicine, the individual patient, and family. Uses decision trees, algorithms, protocols, and evidence-based practice guidelines. Principles, based on experiences, begin to be formulated to guide actions.
- **Proficient:** More holistic understanding improves decision-making. Able to critically think based on experiences. Advocates for patient and family.
- **Expert:** Has experienced-based knowledge of cannabinoid science and applications to clinical practice. Performance is fluid, flexible, and highly proficient. Incorporates evidence-based resources and nursing research into daily plan of care.

Webinar Participants: Novice and experienced nurses and their associates who are engaged in the study or practice of cannabis nursing practice at any level.

Authorship of abstracts: The primary author/investigator submits the abstracts with full consent of all co-authors/investigators. The primary author will be the contact person for all future correspondence. Although a nurse should be one of the authors/investigators, interprofessional abstracts are welcome (e.g., physician, pharmacist, social work, etc.). ACNA members and non-members are invited to submit abstracts. Encore presentations may be submitted for consideration. Topics selected for presentation must have a presenter who is able to present for a future date determined for the webinar based on availability.

Biographical data and disclosure form: Biographical data and disclosure of relevant financial relationships is requested for any abstract submission. The primary author, primary presenter (if other than primary author), and any additional authors who are anticipated to be in attendance as presenters are requested to complete this form and provide with the abstract submission. **All biographical data and disclosure forms should be included with the abstract submission.**

Expertise: Briefly describe your knowledge and subject matter expertise related to the content for the submitted abstract. Please focus on your professional credentials, clinical background, and teaching experience on this subject. Identify your level of expertise relative to presenting to an audience outside of your facility or institution (1st presentation, have presented 1-5 presentations, have presented more than 5 presentations).

Abstract submission, review, and acceptance

Submission: Topics may be submitted throughout the 2023 calendar year.

Abstract submission fields

- **Submitting author name:** Submitting author must be the primary presenter or a contributing author.
- **Information on authors**

Authors: Please list one author per line. If the contribution has several authors from different organizations, please put an index number of the authors' organizations in the right column. The index numbers have to match the line numbers of the organizations below. Several organizations per author may be separated by commas.

Organizations: Please list every organization only once. The line number of the organization has to match the index number listed above (behind the authors).
- **Contribution details**
 - *Title of contribution:* Use key words which describe the specific topic and content of the abstract.
 - *Abstract (limited to 500 words):* Summarize content into a brief, well-organized and engaging paragraph. Abstract text should contain evidence-based guidelines, best available evidence, and/or nursing research to add meaningful and supportive data. The Education Committee needs to clearly understand and visualize a 360-degree view of the proposed session. Strive to use the majority of the allotted character limitations. Please note that any learning outcomes, objectives, and references included in the abstract paragraph will contribute to total character limit. An informative webinar on crafting an abstract with well-developed learning outcomes and objectives may be found here: https://youtu.be/4LURigR4e_Q
 - *Content outline structure*
 - a. Evidence-based practice: 1) Purpose, 2) Description, 3) Evaluation/Outcome

- b. Research: 1) Purpose, 2) Background/Significance, 3) Method(s), 4) Result(s), 5) Conclusions/Implications
- *Keywords*: Please enter up to 5 key words for your contribution.
 - *Novice presentation*: Please check off if the abstract is considered a novice presentation. A novice presentation is one where the primary presenter(s) has never presented outside of their employed institution.
 - *Level of presentation*: Please indicate the level of this presentation.

Biographical data and disclosure form upload: Completed biographical data and disclosure forms MUST BE UPLOADED here for main author and any intended presenter(s) if abstract is selected for presentation. The system accepts multiple file uploads, but only the most recently uploaded file will be reflected on the user end to confirm that the upload has been successful. The submitting author will receive automated email messages confirming each attachment upload. A copy of the actual abstract or supplemental material should not be loaded as an attachment to the abstract.

Acceptance: Webinars may be accepted on a rolling basis. Notification will be provided to the topic submitter in the event that the topic is chosen for presentation.