



LATE BREAKER ABSTRACT SUBMISSION

1. General abstract submission requirements

1. Abstracts may be submitted online only. Abstracts submitted via fax or email will not be accepted.
2. All abstracts must be submitted and presented in English using UK English spelling.
3. As a principle, ESCAIDE abstracts should contain original material from recent work that is not yet in the public domain. The ESCAIDE Scientific Committee has made the following statement on acceptance of published work to guide authors:

The ESCAIDE conference encourages work that presents data for action, introduces new ideas, and brings new understanding to the field. The conference focuses on infectious diseases where outbreak events are unforeseen and happen quickly, and the presentation of emerging threats and prevention tools are key components. Hence abstracts should address work that is relevant, interesting and topical.

As a principle, ESCAIDE abstracts should contain original material from recent work that is not yet in the public domain. There are circumstances that an abstract addressing work already in the public domain retains public health value for the ESCAIDE audience. However, in general, abstracts of published work are discouraged. For submissions of abstracts which contain data, most of which has been published, we request that the author gives a link to the publication in question when submitting his/her abstract.

2. Eligibility

Late breaker abstracts may be eligible for both oral and poster presentation at the conference. To be eligible, the abstract must fulfil all the following criteria:

- i) report on acute urgent public health problems OR b) contain novel, surprising findings; AND
- ii) report data or information that was unavailable before the deadline for submission in the general call for abstracts for ESCAIDE (8 May 2019); AND
- iii) has not been published before.

Abstracts submitted for the regular program, but were rejected, are not eligible for consideration as late breaker abstracts, unless they were rejected because critical data were not yet available.

3. Abstract Structure and Content

Abstracts should be submitted according to the following structure:

Contact details: Fill in formal title, initials, first name, surname, organisation, address and other details of the contact person for the abstract.

Submission Tracks: Each abstract should be tagged with one disease group (topic) and one health function, i.e. when submitting an abstract the author should choose one track from the disease groups and one track from the health functions. These tracks should be chosen to best match the content of the abstract. This is important since the tracks will be used to allocate the abstract to the correct reviewers, i.e. those who are experts in the selected topics.



Disease groups:

1. Antimicrobial resistance
2. Healthcare-associated infections
3. Emerging and vector-borne diseases
4. Food- and waterborne diseases and zoonoses
5. Influenza and other respiratory viruses
6. HIV, sexually transmitted infections and viral hepatitis
7. Tuberculosis and other respiratory diseases (excluding viruses)
8. Vaccine preventable diseases

Health functions:

1. Burden of disease
2. Field epidemiology (e.g. outbreak investigations)
3. Implementation science (e.g. integration of research findings and evidence into public health policy and practice; monitoring and evaluation of programmes)
4. International health and migration
5. Microbiology
6. Modelling, bioinformatics and other biostatistical methods
7. Novel methods in epidemiology (e.g. digital disease detection, e-health)
8. Novel methods in microbiology (e.g. new diagnostic tools)
9. Preparedness (e.g. preparedness planning, simulation exercises, after action reviews)
10. Surveillance
11. Toolkits

Abstract Title: Choose a title that reflects the main message of the abstract. Please spell out pathogen names. Please do not capitalise the entire title and/or begin each word with a capital letter.

Keywords: Please include 4-6 key words; use terms listed in the Medical Subject Headings (MESH) from the Index Medicus (<http://www.nlm.nih.gov/mesh/>)

Affiliations and Authors: List all authors in the fields provided for authors and affiliations. If authors have different affiliations, please do not number the affiliation(s) as this will be done automatically by the system.

Preferred Presentation Method: Authors are requested to indicate their preference for an oral or poster presentation when submitting their abstract. This will be taken into account where relevant, but is non-binding. The final decision is made by the ESCAIDE Scientific Committee. Before you submit your abstract we recommend that you read the Reviewers' guidelines.

Abstract background, methods, results and conclusions: The text of this part of the abstract should **not exceed 275 words**. Please do not repeat the headings of 'background', 'methods', 'results' or 'conclusions'.

4. General Information

1. After having submitted an abstract, confirmation is sent to the e-mail address given for the contact author provided in the system. Therefore, please make sure you have entered the



correct email address in the submission system. Should your email address change afterwards, please notify the organisers at escaide.conference@ecdc.europa.eu

2. It is the author's responsibility to submit a correct abstract. Any errors in spelling, grammar or scientific fact in the abstract text will be reproduced as typed by the author. Corrections to abstracts can be made up to the deadline of **18 September 2019**, i.e. the submissions deadline, directly in the submission system (but only for abstracts that were "saved" but not "submitted"). Following this date, changes to submitted abstracts may be requested by contacting the ECDC ESCAIDE organising team at escaide.conference@ecdc.europa.eu. Please note that requests for changes need to be sent in track changes and be justified in writing until 11 October 2019 at the latest, and the final decision to accept or withdraw a re-submitted abstract remains with the ESCAIDE Scientific Committee. **No requests for changes will be allowed after this date.**
3. After the close of the abstract call, each abstract will undergo a peer review process. The review process of late breakers are two-step:
 - Step 1 is for checking the eligibility of the abstract for consideration as a late breaker; see the criteria under "Eligibility" above.
 - Step 2 is the review of the submitted abstracts, according to the process and criteria used for 'regular' abstract; see [Reviewer guidelines](#)

Both steps are carried out by the ESCAIDE Scientific Committee. Each abstract is reviewed independently by three Scientific Committee members. Placement of late breaker abstracts into the ESCAIDE programme will be decided by the Scientific Committee based on programme capacity and overall quality of the abstract submissions.

Authors will receive notification of acceptance or rejection by email during the two week period starting on 30 September 2019. In order to receive this important communication, please ensure that emails from escaide.conference@ecdc.europa.eu are not considered as spam by your e-mail provider, e.g. by adding this e-mail address to your email Address Book/Contacts. Please note that only the contact author will receive the notification.

4. All accepted abstract presenters are required to register and pay the registration fee to attend the conference (or notify the organisers by e-mail of their intention to withdraw the abstract) before 11 October 2019. Registration of the presenting author for an accepted abstract is necessary for the abstract to be published in the abstract book and the presentation to be included in the programme.
5. If by 11 October 2019 the listed presenting author has not:
 - registered and paid to attend the conference, or
 - notified the organisers by mail that the work is to be withdrawn, or
 - nominated a co-author or other individual who has registered for the Conference to present the work on their behalf,

the abstract may be removed from the abstract book and the conference programme.

If you cannot meet the payment deadline, please contact the Conference organisers at escaide.conference@ecdc.europa.eu as soon as possible.



6. If a presenting author does not register for the conference and neglects to notify the organisers that they are unable to attend before the start of the Conference on 27 November 2019, the author might incur a penalty, prohibiting acceptance of abstracts he/she submits to ESCAIDE for a period of 3 years. The same penalty may apply to any author who does not attend the session for which he or she has been scheduled. Those subject to this penalty will be informed in writing.