ABSTRACT GUIDELINES

If you would like to be on the program for the First National Equally Well Symposium, providing an abstract is the first step.

The theme of the symposium is *Equally Well in Action: Implementing strategies to improve the physical health of people living with mental illness* and the program will focus on a wide range of topics linking to this theme, with a particular focus on implementation and innovations to improve the physical health of people living with mental illness. For more information on the theme visit: [http://www.equallywell/symposium/theme](http://www.equallywell/symposium/theme).

All presenters are asked to submit a written paper to be published in the symposium proceedings (please refer to paper timelines attached).

Questions about the abstract process may be directed to enquiries@equallywell.org.au or by phoning the Symposium team on 02 6365 7630.


Abstracts should be submitted to lcobb@csu.edu.au. Authors who are not able to submit their abstract online are asked to contact Lee Cobb on 02 6365 7630 to make alternative arrangements.

Categories

Abstracts are sought in the following categories:

<table>
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<tr>
<th>Implementation</th>
<th>Case reports of implementing actions to improve the physical health of people living with mental illness.</th>
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<td>Consumer and carer perspectives</td>
<td>Papers addressing the issue from consumer and carer perspectives</td>
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<tr>
<td>Service review</td>
<td>Practical reports of projects on the ground and models of successful service delivery.</td>
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Abstract submissions close

Friday, 01 February 2019, COB.
Types of presentations for which abstracts can be submitted

For each abstract, authors are asked to indicate the type of presentation for which it is submitted.

**General Presentation**
A general presentation is a 25-minute oral presentation presented in one of the concurrent sessions. In addition, confirmed presenters are asked to submit a written paper to be published in the symposium proceedings.

**Soapbox Presentation**
A soapbox presentation is a 10-minute oral presentation presented in one of the concurrent sessions. Confirmed presenters are also asked to submit a written paper to be published in the symposium proceedings.

**Poster Presentation**
The author(s) should be available at nominated times to discuss the poster’s content with people at the symposium. Where possible, an electronic version of the poster (in pdf or jpg format) will be published in the symposium proceedings; if the poster is not available electronically, the submitted abstract will be published. Poster presenters may provide a supporting paper for inclusion in the symposium proceedings.

**Note:**
- As there are only limited places available for general presentations you may be offered to present a soapbox or poster presentation as an alternative.
- Papers that demonstrate a partnership approach with consumers and carers will be considered favourably.

**Abstract review process**
Submissions will be assessed by the Abstract Review Committee, chaired by Dr Chris Maylea from RMIT. Authors will be contacted about the status of their abstract (refer to ‘Criteria for the assessment of abstracts’) by Friday, 15 February 2019.

Successful authors may be offered the presentation type of their choice or a soapbox or poster presentation.

equallywell.org.au/symposium
Criteria for the assessment of abstracts

The criteria used by the Abstract Review Committee will be as follows:

- Symposium theme and topics: will offer something significant or unique relating to the symposium theme.
- Current and implementation focus: the presentation will have an emphasis on the implementation process and relevance to improving the physical health of people living with mental illness.
- Analytical: the presentation will provide more than a description of a program or service; it will draw out insights, what was learnt, recommend new policies and/or actions.
- Collaborative approach: will demonstrate effective partnerships with consumers, carers and other partners in design and implementation.
- Broadening health: may promote understanding of the range of factors and disciplines that impact on the physical health of people living with mental illness.
- Quality: of high quality scientifically and/or in other ways.

Note:
Abstracts written from a health consumer standpoint, or with a multi-disciplinary focus about service challenges being overcome, will be particularly welcome.

Publication of symposium proceedings
The symposium aims to increase awareness of innovative practice and facilitate collaboration. In order to spread the word about issues discussed at the symposium to those unable to attend, Equally Well will collate a set of symposium papers (the proceedings) and publish it online after the event. Unless special arrangements have been made with the Symposium Committee, presenters are asked to provide a written paper (approximately 2,000 words) for inclusion in the symposium proceedings. If an author makes a particular case for submitting their paper for publication elsewhere, they will be asked to prepare a one-page summary of their presentation for inclusion in the symposium proceedings.
Abstract Guidelines

An abstract should summarise the important points of the proposed presentation to the symposium and highlight the relevant content to be communicated. It needs to be concise yet informative, and contain an outline of the aims, process, relevance, results and conclusions of the work undertaken.

- Abstracts should be submitted online and be no longer than 300 words.
- Abstracts should be submitted as Word documents (PDF files will not be accepted).
- Abstract titles should be descriptive and no more than 12 words.
- Abstracts should not include tables, figures, photos or references.
- Abstracts should include a short speaker biography (no more than 200 words) for each presenting author.

Conditions relating to abstracts

- Abstracts should relate to previously unpublished papers, so that all papers presented at the symposium are original.
- Abstracts should be no more than 300 words and should be sent electronically to lcobb@csu.edu.au.
- Authors may submit abstracts for more than one presentation, but only one presentation per author will be selected.
- Submitting one or more abstract is no guarantee of a place on the symposium program.
- Assistance with the presentation of an abstract is available, particularly to first-time presenters. Where appropriate, assistance can also be offered for the preparation of full papers and presentations.

Submission methods

Abstracts should be submitted to lcobb@csu.edu.au. Authors who are not able to submit their abstract online are asked to contact Lee Cobb on 02 6365 7630 to make alternative arrangements.

Closing date

Abstracts must be submitted by Friday, 01 February 2019, COB.
Successful abstracts

Successful authors will be notified by 15 February 2019. Authors of successful abstracts will be offered a place on the symposium program. After accepting the offer to present at the symposium authors will be asked to:

- produce a full written paper for inclusion in the symposium proceedings to be published on the Equally Well’s website.
- submit a short 200 word bio for each presenting author.
- register each presenting author by the end of February 2019.

Potential topics

- Peer workforce
- Young people
- Smoking
- Lifestyle
- Substance use
- Older people
- Training and development
- Carers
- Informed consent and informed consumers
- Improving access
- Human rights
- LGBTI
- Comprehensive care
- Care coordination
- Aboriginal and Torres Strait Islander health
- Services and systems
- Translating research into practice

Note:
The above list is to illustrate the breadth of possible topics relevant to the symposium. It is not a comprehensive list and is provided only as a guide to the current priority areas that abstracts (and then papers) might cover.

Symposium themes

The symposium will focus on the 6 essential elements and the actions of the Equally Well National Consensus Statement:

1. Equipping and engaging consumers
2. Promotion and prevention
3. Equity of access
4. Providing quality care
5. Care coordination
6. Measuring progress