

Call for Scientific Submissions
World Federation of Chiropractic 14th Biennial Congress,
Association of Chiropractic Colleges Research Agenda Conference,
National Chiropractic Leadership Conference
March 13–18, 2017
Due by August 15, 2016

Conference Theme: The theme for the 2017 combined conference is “Patients, Policy, and Purpose: Opportunities in Spine Care.” However, submissions may be in any of the categories listed below.

Categories: The call for scientific submissions invites original research that promotes the dissemination and discussion of new information in the following research categories:

- **Basic Science** (e.g., experimental trials, quantitative basic science research, and so forth)
- **Education** (e.g., classroom research, quantitative/qualitative education/administration research, and so forth)
- **Clinical** (e.g., clinical trials, quantitative/qualitative clinical research, cohort studies, and so forth)
- **Case Studies/Reports** (e.g., clinical case reports or case series)
- **Public Health** (e.g., population health studies, preventive care, and so forth)
- **Integration** (e.g., research on integration of chiropractic services into hospital settings, and so forth)
- **Conference Theme** - “Patients, Policy, and Purpose: Opportunities in Spine Care” (e.g., public policy, research, clinical practice, chiropractic profession, college administration, healthcare, and so forth)

Important Information: Please note the following:

1. Presentation of accepted work is expected. Authors must register and attend the conference to present. An author who does not register and present an accepted work will be disqualified from submitting/presenting for the following 2 years.
2. It is the author’s responsibility to find funding to register and attend the conference. It is strongly recommended that funding be secured or confirmed in advance of submission. Registration for the conference is required. Only authors may present at the conference.
3. If accepted, a 195-word maximum abstract will be printed in the conference proceedings in the *Journal of Chiropractic Education*. This will allow you to publish your completed paper in any journal you wish.
4. Due to time and space limitations and ability to cover poster presentations, a maximum of 2 poster presentations per author/presenter may be accepted. A maximum of 3 platform presentations may be accepted.
5. If the submission does not meet the submission requirements (e.g., not a completed research study, missing items, and so forth), it will not be accepted for review. The WFC Congress, ACC-RAC, NCLC peer review chair will not contact authors if any submission does not meet the requirements. Notification will be sent out as a rejection notice. Concept submissions and incomplete works will be rejected.
6. It is the responsibility of the primary author to ensure that all requirements are met. The primary author will be the contact person responsible for submission of all required materials and all correspondence. Please do not send communications through a third party, staff member, or co-author.
7. The peer review board may request additional information for any item that is submitted. This may be for internal quality control purposes or to check on materials if a concern is raised.
8. If the peer review board confirms that there is an inappropriate submission, it will be disqualified. Examples of inappropriate submissions include, but are not limited to, submissions that have been submitted previously at WFC Congress, ACC-RAC, NCLC, incomplete submissions, concept submissions, duplicate submissions, no human subjects/ethics review when one was necessary, no signed patient consent form for case reports/series, nonauthors listed as authors, plagiarized work, and so forth
9. Only submissions made to the Open Conference website for the WFC Congress, ACC-RAC, NCLC peer review committee chair will be considered. No faxed, mailed, or hand delivered submissions will be considered. We reserve the right to make subsequent changes.

All submissions will be evaluated for completeness, strength of contribution to the profession, and relevance to the WFC Congress, ACC-RAC, NCLC conference. Submissions will be reviewed by the peer review committee based upon the following criteria: Practical Significance, Originality, Theoretical/Conceptual Framework, Quality of Experimental or Descriptive Design, Discussion/Findings/Results, Clarity of Presentation of Findings, Conclusions, Interpretation of Results, Implications for Chiropractic Education/Research/Practice, Citation of Appropriate Literature, Applicability to the Chiropractic Profession/Classroom Use/Future Research/Critical Concerns/Etc., Completed Study, Overall Rating of the Paper

Instructions: This call for scientific submissions invites original research that will promote the dissemination and discussion of new information. To be considered, please submit all of the following items no later than **August 15, 2016**. Please note a significant change from past years: A 2100-word expanded blinded abstract is no longer required.

Abstract

- Word Count – 195 maximum word limit; abstracts will be published in the *Journal of Chiropractic Education* if submission is accepted.
- Headings – Please include subheadings in the abstract.
- For research studies, use the subheadings **Objective, Methods, Results, and Conclusion**. For case reports, use the subheadings **Objective, Clinical Features, Intervention and Outcome, and Conclusion**. For literature reviews, use the subheadings **Objective, Data Sources and Selection, Results, and Conclusion**. Please do not include references, pictures, tables, or figures.
- Blinding – Please omit title, author information, institutional affiliations, and/or references in the abstract field.

Signature Form

- Required Signatures – Primary author must collect and submit signed authorship forms for all authors.
- Commitment – Presenting author must register and attend the conference. Funding should be confirmed in advance of submission. Submission is a commitment from authors to present accepted submissions at the conference.

Ethics Materials

- Human Subjects Research – Studies involving human subjects (surveys, observational, and any research studies) must be approved by proper ethics boards/committees. Questions should be directed to your institution's board/committee. Submit a copy of the signed approval, expedited review, or exemption letter from the ethics board/committee. For studies not involving human subjects (e.g., literature review), this document is not required.
- Animal Research – Studies involving animals (basic science) must be approved by proper Instructional Animal Care and Use Committees (IACUC) or country-specific committees of equal stature. Questions should be directed to your institution's committee. Submit a copy of the signed approval, expedited review, or exemption letter from the IACUC or equivalent.
- Case Studies – Case studies (case reports) require consent forms, unless your institution also requires IRB/REB/Ethics review. For case studies, submit a patient consent to publish form from your institution, a journal, or other consent form.

Please submit all of the above to the following website: www.OpenConf.org/WFCACCRACNCLC2017. Submissions that do not meet the requirements will not be accepted.

Process: Once all items are submitted, the submission will be evaluated by a blinded peer review committee, and these results will be sent to the WFC Congress, ACC-RAC, NCLC planning committee for review and final decision. If accepted, all presenters must register and attend the conference. Funding should be confirmed in advance of the submission, as submission is a commitment from the authors of presentation at the conference, if accepted. Contact authors will be notified of peer review results by **Mid-November 2016**. For submissions that are accepted, the presenting author is required to register and present the work at the conference. All accepted presenters must register for the conference no later than **December 15, 2016**. If you have questions or concerns about this process, please contact: Dana J. Lawrence, DC, MMedEd, MA, WFC Congress, ACC-RAC, NCLC Peer Review Chair, dana.lawrence@palmer.edu, (563) 884-5302