

CLINICAL CASE SUBMISSION GUIDELINES

GENERAL INFORMATION

During ESOT Congress 2021 in Milan, participants will be invited to submit original and novel Clinical Cases that can lead to interesting discussions and inspire new ideas and progress in transplantation. The clinical case category also includes specific and innovative procedures that have been implemented to overcome an unusual clinical problem in the context of transplantation, machine perfusion, mechanical circulatory support etc.

Clinical Cases which will be considered for ESOT Congress 2021 should focus on uncommon diseases, multidisciplinary challenges and/or difficult management issues. Any cases that can be managed by using standard clinical guidelines will not be considered.

SUBMISSION GUIDELINES

Clinical Case Abstract Submission Key Dates	Clinical Case Submission Opening Date: 3 November 2020 Clinical Case Submission Deadline: 22 February 2021 Clinical Case Notification Deadline: 20 May 2021 There will be no opening for Clinical Cases during late breaking submission.
Clinical Case Submission Methods	Clinical Case submission must be completed online only via the ESOT Congress website www.esotcongress.org Clinical Case submission is made via Abstract Submission Process. At 'Additional Submission Information' stage you need to select CLINICAL CASE. Clinical Case sent by e-mail, mail or fax will not be accepted.
Track, topic, category & subcategory	Abstracts must be submitted under a specific track, topic, category & domain, that corresponds best with its content. The full list is available here .
Types of sessions for accepted Clinical Case	Your Clinical Case, if accepted, will fall under one of the following presentation type: <ul style="list-style-type: none">● Full Oral Presentation● Focus Group● E-Poster



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Clinical Case Title	The title should not exceed 150 characters and should not contain abbreviations. The ESOT Congress 2021 Scientific Programme Committee reserves the right to correct the title format without further recourse to the authors.
Clinical Case Body	<p>The following rules apply to Clinical Case body:</p> <ul style="list-style-type: none">• The Clinical Case should not exceed 2000 characters.• Authors may submit maximum one illustrative material, which may include a video of a procedure or diagnostic exam.• All reasonable efforts must be made to ensure the anonymity of any patient discussed in the Clinical Case.• Clinical Case should be submitted in English only. The use of good English is essential. Authors are responsible for proofreading and submitting a Clinical Case without errors, as they will be reproduced in the form they were submitted.• Abbreviations can be used in the body of the Clinical Case, provided they are defined at first usage.
Clinical Case Format	<p><u>NEW: Clinical Cases for ESOT Congress 2021 will be submitted based on MS WORD document.</u></p> <p>At the 'UPLOAD' step of submission process, you will be asked to download MS Word template, where you will need to put Clinical Case content, save it on your computer and upload it to the system.</p> <p>Clinical Case has no predefined format, however upon submission the following focus points should be considered:</p> <ul style="list-style-type: none">• Introduction of one specific case instead of case series• Description of clinical history & patient relevant data• Investigations performed and differential diagnosis• Description of case challenges/difficulty• Final diagnosis and therapeutic approach• Discussion points
Authors	<ul style="list-style-type: none">• The first author (=presenting author) is responsible for the content and is the contact person for communication purposes and dissemination of information to co-authors.



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- The first author (=presenting author) should be a person, who personally participated in the described clinical case.
- First author and co-authors need to provide their: full name and affiliation.
- The first author may nominate a co-author to present a clinical case in his/her place, provided that a co-author was a member of the team who was directly involved in the case.
- Ensure that all authors complete the “Conflict of Interest” statement identifying any financial interest in products or processes involved in their activities.

Submission

- Clinical Case submission platform will remain open until 22 February 2020 and abstracts might be edited until this time.
- To submit the Clinical Case each submitter needs to click “Submit” to complete the process. Clinical Cases that are in “Draft” status after submission deadline will not be considered for revision.
- Clinical Case should be submitted only once: resubmission is not permitted.
- Each Clinical Case submitter will be required to create an account at the submission platform.

Reviewing

All submitted Clinical Cases will be sent for peer review by a panel of experts in the field of transplantation. Each clinical case will be reviewed and scored by at least four independent reviewers. The scores will then be submitted to the members of the Scientific Programme Committee, who will determine which cases are accepted/rejected.

The date and time of each presentation will depend on the session to which the clinical case is allocated.

Notification & Registration

Corresponding authors will be notified of acceptance of their Clinical Case by 20 May 2021.

First author or co-author indicated as presenting author should complete their registration to the ESOT Congress 2021 by 31 May 2021.

Only Clinical Cases of presenting authors who have fully registered for the congress and have paid their registration fee by indicated date will be scheduled for presentation.



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Withdrawal

If the first author wishes to withdraw the Clinical Case from ESOT Congress 2021 after outcome notifications have been made available, he/she must submit a written request until 31 May 2021 to programme.congress@esot.org. Any withdrawal requests made after this date cannot be assured of removal from the ESOT Congress 2021 Abstract Book.

Publication

All accepted Clinical Cases, will be published online only in the ESOT Congress 2021 Abstract Book, a supplement to the official ESOT Journal, Transplant International, at the conclusion of the Congress.

Clinical Cases selected for inclusion in the ESOT Press Programme will be published online according to a dedicated schedule which will be made available during the second week of August.

