Case Conference Guidelines
Deadline: August 4, 2026

To view how to navigate the Joyn Submission System, please reference the

AAAP Annual Meeting Submission Instructions

Case Conference Overview:

- To promote lively and thoughtful discussion regarding the clinical management of patients with substance use disorders.
- A compelling case that touches on numerous relevant and current issues in such management serves as the foundation for the discussion.
- This symposium is a didactic session.
- The submission is open to Trainees (Fellows, Residents, and Medical Students)
- One submission is accepted.
- Please note in this application:
  - Trainees will only be required to submit a case outline and 3-4 questions to be posed to discussants.
  - The Scientific Planning Committee (SPC) will select the discussants and a moderator.
  - If the trainee has suggestions for potential discussants or a moderator, please include those in the submission and they may be considered in the SPC's ultimate selection.
- Allotted no more than 1 hour and 30 minutes consisting of:
  - The trainee will present the case in traditional case format (e.g.: Chief Complaint, History of Present Illness, Family History, Past Treatment, Hospital or Treatment Course, Follow Up if available) using PowerPoint slides. Case Conference workgroup representatives will work closely with the trainee to modify and refine the presentation.
  - Three or four discussants selected by the SPC will respond to the trainee's questions posed in the case presentation.
  - The moderator will moderate a question-and-answer period.

By completing this application, you understand and agree to the following if your application is approved:

- Ensure all deadlines and requests from AAAP staff are met in a timely manner.

- Ensure that all presenters, co-chairs, moderators, and discussants complete their portion of the submission, including their presentation title and, most importantly, their Conflict of Interest (COI) form. If they do not complete the COI form, you will be unable to submit your abstract.

- Adhere to the Standards for Integrity and Independence in Accredited Continuing Education and related AAAP policies, including the Case Conference:

  - Presents learners with only accurate, balanced, scientifically justified, evidence-based recommendations;

  - Has learners' and patients' best interests in mind; and

  - Is absent of any promotion, marketing, or commercial tendency.

- If the symposium is accepted for the Annual Meeting, ensure that all presenters are aware that **recording of any kind is not permitted during presentation time.**

- Confirm that each presenter can be present in Memphis, TN, for the live presentation on November 12-15, 2026.

- Ensure all presenters secure a hotel, travel, and register for the conference by **September 1, 2026**.

- The conference registration fee will be waived.

Submission Process:

- **COI:** The Conflict of Interest (COI) form must be completed BEFORE the application is reviewed for preliminary acceptance by the AAAP Scientific Symposium Committee (SPC).
- **After you submit this application**, you will receive an email from annual-meeting@aaap.org confirming receipt. If you do not receive the email, please check your email spam/junk folder. If you cannot locate this email, have any questions, or require more information about completing this application, please email annual-meeting@aaap.org.
- **Evaluation of submissions:** Each submission will be scored and ranked by the Scientific Program Committee (SPC) Case Conference Workgroup and SPC COI Workgroup, and overall will be reviewed and selected by the entire SPC.

Acceptance of Submissions:

- **Step 1:** Preliminary acceptance indicates progression to the next level of review and is contingent upon all presenters involved in the planning, content development, or presenting of the poster disclosing all financial and/or professional relationships with ineligible companies.

- **Step 2:** Final acceptance is contingent upon receiving and approving final presentation materials by **September 30, 2026**.

    - **Only minor grammatical edits will be made after the final presentation submission, given the COI approval. This is necessary to adhere to ACCME guidelines. Allowing for content changes would require COI approval again.**