

27th June 2024



NATIONAL TRANSFER MEETING

Guideline for Presentation Submissions

We would like to invite all healthcare professionals involved with transfer medicine to submit presentations for the 2024 National Transfer Meeting. Presentations should be 15 minutes in duration and may include topics may include audit/QI as well as care reports related to any aspect of transfer medicine.

Submissions are to be submitted by Friday 24th May 2024 as a complete PowerPoint presentation to the submissions contact (see below). Please include a cover letter no more than 1 side of A4 explaining your reasons for submission.

The submissions will be shortlisted and undergo a formal review by a panel of transfer consultants before being selected to present.

They will score the presentation on the following:

- Originality
- Relevance to clinical practice
- Quality of presentation/report
- Methodology (applicable to audit/QI projects/research only)
- Overall impact
- Degree of benefit to the presenter for their own career progression

Feedback will be given upon request for unsuccessful submissions. Prizes will be awarded for the best three presentations.

Please note: you must register on a-line.org.uk and book your place prior to submitting.

**Submission contact: Charlie Rowland
Email: Charlie.rowland1@nhs.net**

