



Hong Kong College of Community Medicine



Annual Scientific Meeting

“Delivering Patient Centric Healthcare in the New Era”

23rd September 2023

Abstract Submission Guidelines

1. Submission Requirements:

- The Abstract Form can be downloaded [here](#) or obtained from the College Secretariat via hkccm@hkam.org.hk.
- There is a word limit of **350** words. Words exceeding the limit will be disregarded.
- Please email the abstract in A4 size.doc/.docx format to hkccm@hkam.org.hk for submission.
- Prior registration to the Annual Scientific Meeting is **required**.
- Submission deadline: **23rd July 2023. (Extended to 30th July 2023 Sunday)**
- Example of submission heading:

Isolation facility planning for pandemic preparedness in the Hospital Authority
CHAN TM. The Department of Strategy, Service Planning and Knowledge
Management, Hospital Authority Head Office, Hong Kong

2. Body and Format of Abstract:

- State the purpose of the study (preferably in one sentence).
- Describe the methods used.
- Summarise the results.
- State the conclusions reached.
- For ongoing projects, summarise the interim results and milestones.
- Use standard abbreviations:
 - Place special or unusual abbreviations in parentheses after the full term the first time in use.
 - Use Arabic numerals to indicate numbers, except at the beginning of a sentence.