



ACLP

# Consultation-Liaison Psychiatry 2026

November 18-21 • San Diego, CA • Town & Country Resort

Expanding the Vision of C-L Psychiatry: New Roles, New Settings, New Pathways

• [clpsychiatry.org](http://clpsychiatry.org)

## SUBMISSION SITE USER GUIDE

<http://aclp.societyconference.com/v2>

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# SUBMISSION SITE USER GUIDE

## LOGGING IN

<http://aclp.societyconference.com/v2>

### ACTIONS

NEW USER? CREATE AN ACCOUNT

EXISTING USER? LOG IN

Once you have created your profile, select "Existing User? Log In"

### Enter your log in information

User ID / E-mail

Password

Remember my Login ID on this computer

Log In

or

[Not a current user? Create a New User Account](#)

[Forgot your password? Reset Password](#)

[Change your Password](#)

This site is best viewed in latest versions of Chrome, Firefox, Safari and Microsoft Edge.

To reset your password, select "forgot Password? Reset Password", then complete the requested details.

### Reset Password



Enter the e-mail address associated with your user account. If password reset e-mail is not received within a few minutes, then please check spam/junk folders.

E-mail address \*

[Return to Login](#)

[Reset Password](#)

### ACTIONS

UPDATE PROFILE

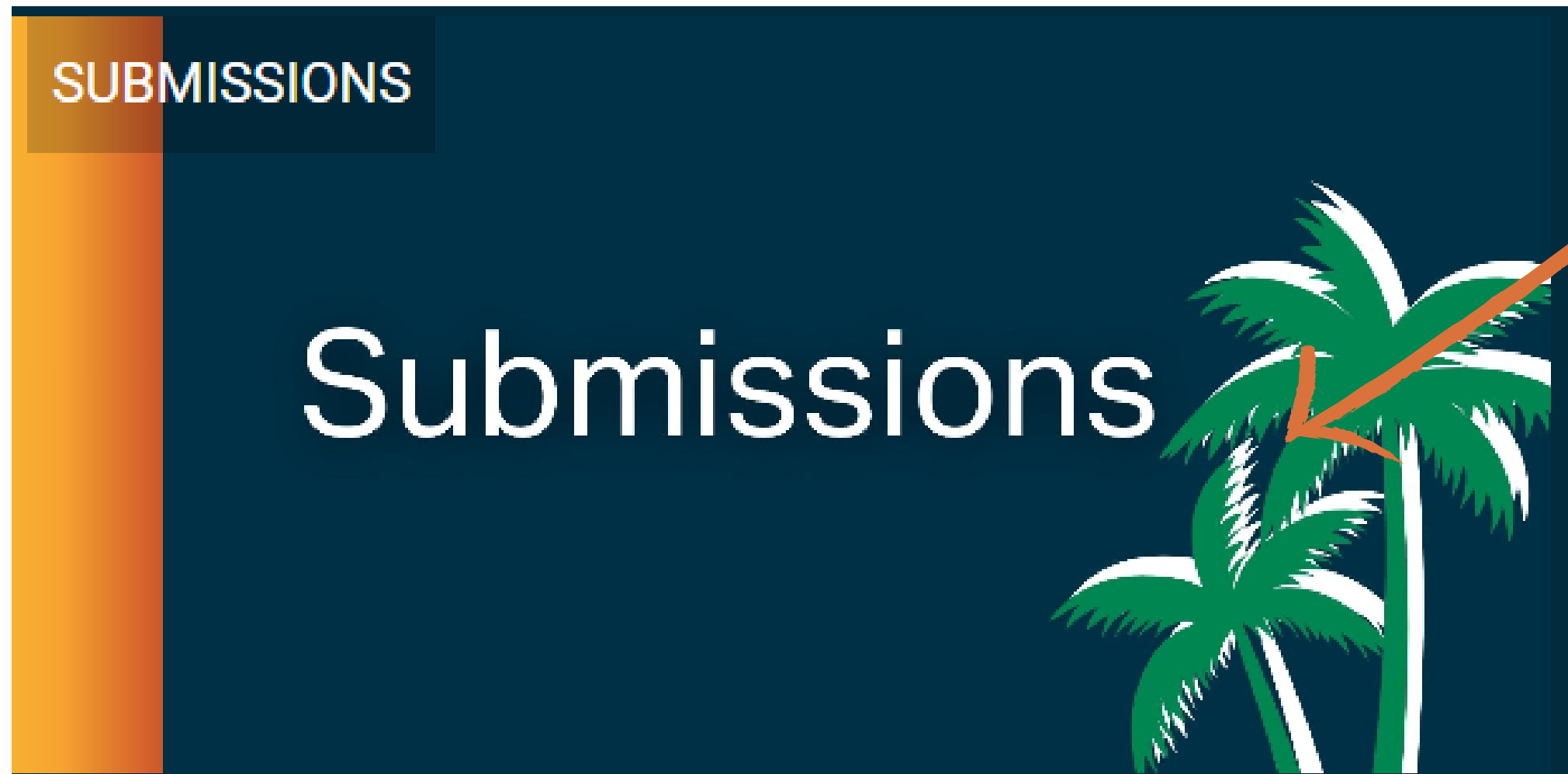
START A NEW SUBMISSION

GO TO MY SUBMISSION DASHBOARD

# SUBMISSION SITE USER GUIDE

## ACCESSING SUBMISSIONS PORTAL

Visit <https://aclp.societyconference.com>



Once you are logged in  
click on the  
"Submissions" card.

Here you can find all the information on abstract submissions for the Annual Scientific Meeting including guidelines and expectations.

To Submit Your Abstract Click on "Access Submissions Dashboard"

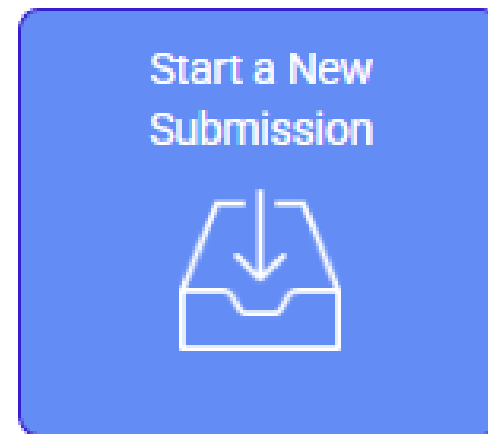


Access Submissions Dashboard


The Submission Portal is OPEN!

# SUBMISSION SITE USER GUIDE

## NAVIGATING SUBMISSIONS DASHBOARD

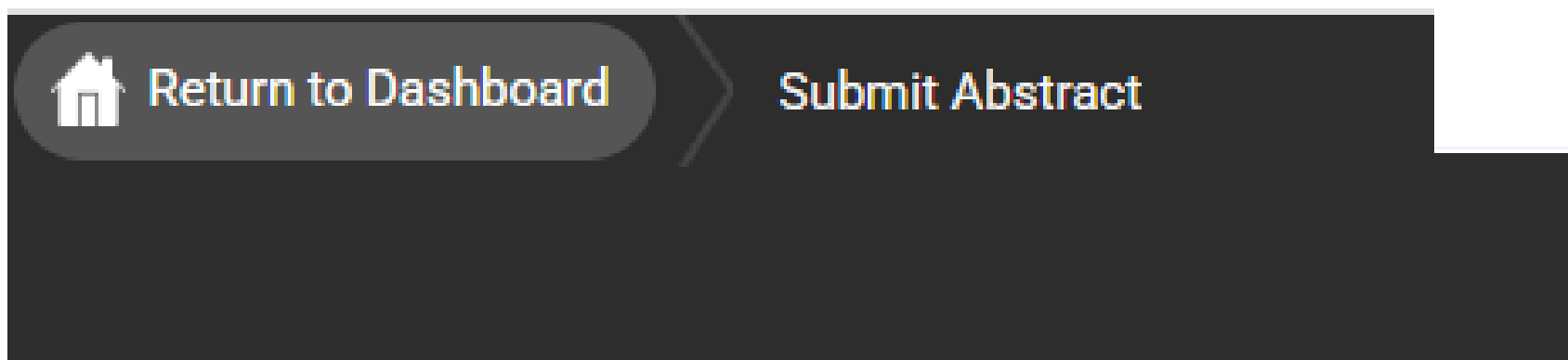


Click on abstract title below to update and submit individual and supporting abstracts.

Status	My Submissions	Type	Role	
 In Progress	<a href="#">Test</a>	General Session	Lead Speaker	<a href="#">delete</a>

These are your current submissions. You can access the submission by clicking the title. If you were added as a presenter by someone else, that submission would also appear here.

If you are a Lead Speaker, or submitting a Poster/Oral. Select "Start a New Scientific Submission"



Please note: The **Lead Speaker** should be the one to create/initiate General Sessions. The **Presenting author** should be the one to submit Brief Oral Papers or Posters. The appropriate person to log-in and initiate the submission.

Please [click here](#) for a list of acceptable categories and their definitions.

### Submission Type

- Brief Oral Paper/Poster Presentation
- General Session
- Preconference Skills Course

You will first select your submission type.

# SUBMISSION SITE USER GUIDE

## BRIEF ORAL PAPER/ POSTER

Questions marked with \* are required.

[Return to Dashboard](#) Submit Brief Oral Paper/Poster Presentation

General **1** Participants **2** Submission **3** Disclosures **4**

[Add Participants >](#)

Please note: The **Lead Speaker** should be the one to create/initiate General Session or Preconference Skills Courses, and the **Presenting author** should be the one to submit Brief Oral Papers or Posters. If you are not one of these roles, please inform the appropriate person to log-in and initiate the submission.

Please [click here](#) for a list of acceptable categories and their definitions.

### Submission Type

Brief Oral Paper/Poster Presentation

1

#### Enter Title \*

The title must be brief and clearly indicate the nature of the proposal.

200 of 200 characters remaining

2

#### Select Topic \*

Please select the most relevant topic for your presentation. This information will be used to assign reviewers and organize tracks by subject.

3

#### Keyword \*

Please select the most relevant keyword for your presentation. This information will be used to assign reviewers and organize tracks by subject. Two secondary keywords from this list will be selected later in the submission process.

4

#### Select your Preferred Presentation Type \*

- Prefer Live Oral Paper Only
- Prefer Live Oral but willing to accept recorded OR poster
- Prefer Poster Presentation Only
- Prefer Live Oral but willing to accept recorded (Decline poster)
- Prefer Live Oral but willing to accept poster (Decline recorded)
- Prefer Recorded Oral Paper Only

5

#### Presenter Status \*

Please select your current level of training.

- Student
- Resident
- C-L Fellow
- Early Career (<7 years after completion of residency or fellowship)
- Mid Career (7-25 years)
- Advanced Career (25+)

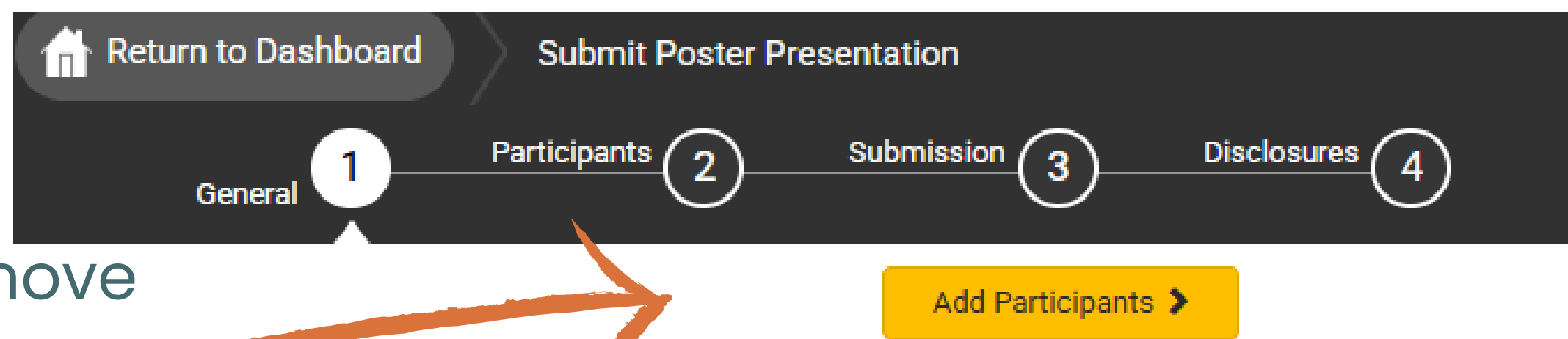
After entering the title, the system will autocorrect to title case. This is for Abstract and Program Book purposes. Please review the title after correction.

Select the topics that best describes your submission.

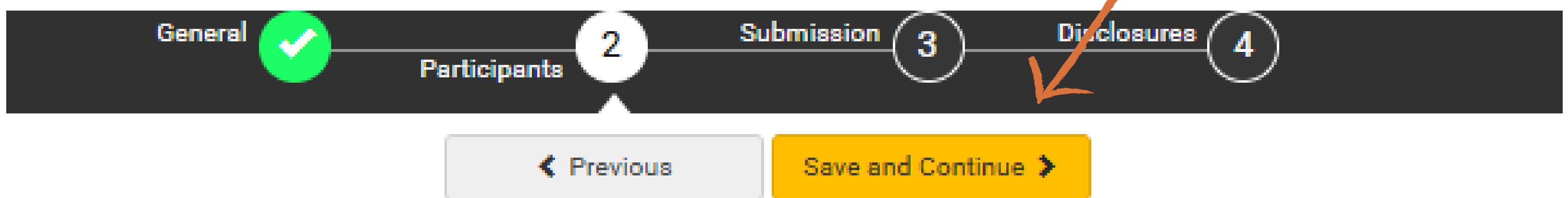
# SUBMISSION SITE USER GUIDE

## BRIEF ORAL PAPER/ POSTER

Once completed, you will move on to "Add Participants"

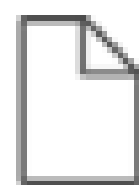
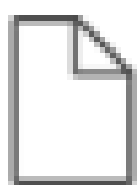


Presenter will be displayed here. Co-Authors will be added later. Select "Save and Continue"





### Participants

Presenting Author only. Co-authors will be added in the Step 3.

		Abstract Admin	Submission Status	Disclosure Status
Presenter*	<div style="border: 1px solid #ccc; padding: 5px; background-color: #e6f2ff;">Kayla Hill khill@parthenonmgmt.com</div> <a href="#">remove</a>	<input checked="" type="checkbox"/>	 Not Started	 Not Started

# SUBMISSION SITE USER GUIDE

## BRIEF ORAL PAPER/ POSTER

General  Participants  Submission **3** Disclosures

Please complete the program proposal details for the submission.

Enter your abstract and other required details of your submission in the fields below; most fields are required reporting. For help, consult our [detailed submission instructions](#).

### 1 Abstract \*

Enter your abstract in the field below.

**Entry fields are plain text only, no graphs or charts are allowed.**

The maximum word limit is 500 words.

The Academy's preferred organization of your abstract should follow these headings, in this order:

- Background/Significance
- Methods
- Results
- Discussion
- Conclusion/Implications

#### Secondary Keywords

Please select 2 different secondary keywords for your submission from [this list](#).

This will assist organizing tracks by subject.

### 2 Secondary Keyword 1 \*

### 3 Secondary Keyword 2

### 4 Is this session sponsored by a SIG/Subcommittee/Committee? \*

Yes

No

Please have the SIG/Subcommittee/Committee chair fill out [THIS FORM](#) to confirm SIG/Subcommittee/Committee sponsorship.

Blue text indicates a link. Click these to open PDFs or be directed to the corresponding webpage.

Select up to 2 more keywords relevant to your proposal from the drop down menus.

If your abstract is sponsored by a SIG, Subcommittee or Committee. Indicate here for instructions to next steps.

To add a co-author, type their name and affiliation in the grid. Presenters are added automatically. Use the arrows to reorder. Select "Remove" to delete an entry.

#### Co-Authors

**Enter all co-authors.** If you would like to credit individuals who contributed to the submission content but who are not presenting at the meeting, you may enter no more than fourteen (14) here.

Content Contributors will be acknowledged online and in the meeting program only.

You may search for any co-authors by using the search box. If you cannot find a co-author in this database, you may type them into the grid below.

Please use the arrows to move authorship into the correct order. This is the order that will be printed in our program and abstract books.

Search for co-authors to be added. If co-author is not found, then enter directly in the table below.

John Doe

No results found

Order	Presenter	First Name *	Last Name *	Affiliation *	
1		Kayla	Hill	Parthenon Management Group	
2		John	Doe	The Best University	<a href="#">remove</a>

\* You must populate all fields to complete the row.

Kayla Hill<sup>1</sup>, John Doe<sup>2</sup>

<sup>1</sup>Parthenon Management Group, <sup>2</sup>The Best University

The yellow box displays a preview of the abstract book author listing. Review and edit entries if needed.

# SUBMISSION SITE USER GUIDE

## BRIEF ORAL PAPER/ POSTER

6

### Presentation Eligibility \*

Work published or accepted for publication before April 1, 2026, is not eligible for presentation at this meeting.

**Note:** Abstracts accepted for presentation at CLP 2026 and subsequently published or presented before the meeting, details (e.g., journal citation or details of presentation) must be included in the poster, or stated in oral presentation slides.

Please select the option that applies to this abstract.

- This work has not been previously published or presented.
- This work is expected to be published between April 1, 2026, and November 2026
- This work has been accepted for presentation at another scientific meeting, or previously presented at another scientific meeting.

If this work has been previously published or expected to be published before the meeting, you will be asked to provide additional details.

7

### Contribution to the CLP 2026 Scientific Program \*

ACLPL remains committed to creating a welcoming and respectful community that reflects a broad range of perspectives and experiences, and encourages authors to do both of the following:

1. Provide balanced information regarding presentation, including, but not limited to, how the topic affects communities with less representation in research or individuals from marginalized groups, as well as gaps in research, access, or outcomes.
2. Include speaker panels that reflect the breadth of our diverse Academy membership, with participation from speakers of differing identities, professional backgrounds, geographies, institutions, and career stages.

How or why will your submission advance the breadth and depth of the ACLP 2026 meeting through topics presented and/or speaker panel?

### Case Report/ Research Status

Please answer the following questions regarding the status of your work.

8

### Does this submission include a case report? \*

- Yes
- No

9

### Status of Research Data \*

- Complete
- In Progress

10

### ACLPL Terms & Conditions \*

1. I have read and agree to the terms and conditions of the [CLP 2026 Speaker's Agreement](#).
2. I grant the Academy license to: (a) record my presentation; and (b) publish, distribute, and/or broadcast my presentation, in whole or in part, including via print and via the web. The Academy will ensure that any dissemination of my presentation by the Academy acknowledges me as the author; the Academy will be the copyright holder of the recording. Your intellectual property rights remain with you and ownership is not transferred to the Academy by your agreement to being recorded.
3. If selected for the program, I agree that the Academy may publish my abstract and professional profile (as prepared by me) in all meeting-related publications, including the website, solely as determined by the Academy. Post-meeting, I may request the removal of my professional profile from the meeting website, however, I agree all materials requested by the Academy to upload to share with attendees are permanent contributions to the record of the meeting.
4. At least one speaker/author related to this submission must register for, attend, and present at CLP 2026 in San Diego, CA. Every individual presenting at the in-person meeting in San Diego, CA, must be registered; no exceptions. If Accepted for a Pre-Recorded Session, the presenting author must be registered for the meeting either virtually or in-person.
5. (Except Posters): I agree to provide a handout (PowerPoint presentations, lecture notes/outlines, references, etc.) to the Academy ahead of the meeting for use by attendees as a learning aid during sessions and to do so in accordance with published deadlines.
6. Posters only: I agree to upload my final poster to the meeting website before the start of the meeting in accordance with the published deadline. To be considered for Academy poster awards, final versions of posters must be uploaded by **October 14, 2026**.

I have read and agree to the terms & conditions.

Please indicate your agreement by typing your full name below.

When all details have been added, select "save and Continue" At the top of the page.

Previous

Save and Continue >

# SUBMISSION SITE USER GUIDE

## BRIEF ORAL PAPER/ POSTER

Disclosures are required for all participants. Co-Authors are not required to complete disclosures.

**Note:** You have full disclosures on file. These disclosures have been copied below. Any updates will be reflected in your other submissions.

If you have a disclosure on file, the form will be auto-filled. Review all details before continuing.

Complete mandatory CME Disclosure Reporting.

### Financial Relationships

#### Definition of Financial Relationship...

Financial relationships are those relationships in which the individual benefits by receiving a salary, royalty, intellectual property rights, consulting fee, honoraria for promotional speakers' bureau, ownership interest (e.g. stocks, stock options or other ownership interest, excluding diversified mutual funds), or other financial benefit. Financial benefits are usually associated with roles such as employment, owner, management position, independent contractor (including contracted research), consulting, speaking and teaching, membership on advisory committees or review panels, board membership, and other activities from which remuneration is received, or expected.

#### Disclosure \*

After having read the above definitions, in the past 24 months, have you had a financial relationship with any ineligible company?

- Yes, I do have a financial relationship(s) to disclose.  
 No, I have nothing to disclose.

If you have a financial relationship to disclose, you will be asked to provide details here.

2

#### Financial Relationships Details \*

Please enter the name of the ineligible company (entity) and the nature of the relationship(s). Please list the name of the entity in the Ineligible Company column. Examples of relationships include: Stock Shareholder held in a Private Company or Public Company, Scientific/Medical Advisory Board Member, Corporate Board Member, Consultant, Employee, Honoraria, Patent.

Ineligible Company *	Type of Financial Interest. *
<input type="text"/>	(blank)

\* You must populate all fields to complete

- (blank)
- Advisory Board
- Board Member
- Consultant
- Contracted Research
- Employee
- Grant
- Honoraria
- Other Financial Material or Support
- Owner

#### 3 Employee Disclosure \*

Are you an employee or owner of an ineligible company, or do you hold stock/equity in a privately held ineligible company?

- No  
 Yes, Employee  
 Yes, Owner  
 Yes, I hold stock/equity in a privately held ineligible company

If you are an employee or owner of an ineligible company, or do you hold stock/equity in a privately held ineligible company you will need to check here and answer a few additional questions

# SUBMISSION SITE USER GUIDE

## BRIEF ORAL PAPER/ POSTER

If you are an employee of an ineligible company, you will be asked for additional details.

### 4 Is your stock/equity in a privately held ineligible company shares or options. \*

Select All that Apply

- Shares  
 Options

### 5 Disclosure Resolution 1 \*

Is your company/employer/private stock producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on patients?

- Yes  
 No

### 6 Disclosure Resolution 2 \*

Is your company/employer/private stock a provider of clinical services directly to patients?

- Yes  
 No

### 7 Disclosure Resolution 3 \*

Is the content of the activity as a whole related in any way to products or business lines of your company/employer/private stock?

### 14 Resume/CV \*

Please upload a copy of your Resume/CV (.DOC/.PDF)

Upload 

max file size: 8 MB

### 15 Signature \*

I certify that all my affiliations with or financial relationships (e.g., employment, consultancies, honoraria, equity ownership or stock options, grants, contracts, patents, received or pending, or royalties) with any organization or entity defined as an ineligible company are disclosed completely here. For purposes of disclosure, financial involvement is defined as any income source having occurred within the last 24 months.

### Private Stock Disclosure Resolution 1 \*

Is the content of the activity as a whole related in any way to products or business lines of your company/employer/private stock?


- Yes  
 No

### Private Stock Disclosure Resolution 2 \*


If yes, is the session limited to basic science research, such as pre-clinical research and drug discovery, or the methodologies of research, and does not make care recommendations?

- Yes  
 No

Upload your Resume/CV and complete the attestation.

General 

Participants 

Submission 

Disclosures 

← Previous

Save

 Submit Abstract

When all details have been added, select "Submit Abstract" At the top of the page.

A confirmation message will pop up when the proposal is submitted.



### Submission Submitted Successfully!

You have successfully submitted your Poster Presentation submission. You will soon receive a confirmation e-mail.

Note: You may edit the submission until the submission period closes.

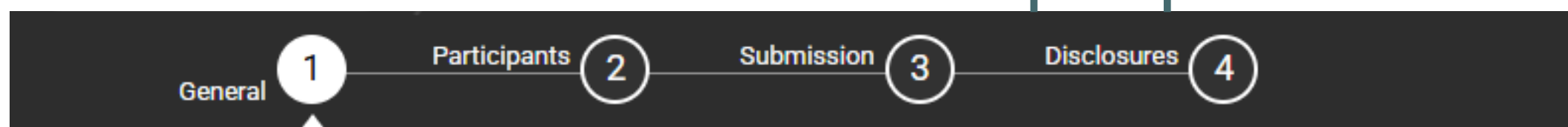
Continue

# SUBMISSION SITE USER GUIDE

## GENERAL SESSION - LEAD SPEAKER

**Note for proposals in the new system: Lead Speakers** should create, initiate and submit overall proposal for the group.

Presenters will enter the requested information for the proposal.



Add Participants >

Please note: The **Lead Speaker** should be the one to create/initiate General Session or Preconference Skills Courses, and the **Presenting author** should be the one to submit Brief Oral Papers or Posters. If you are not one of these roles, please inform the appropriate person to log-in and initiate the submission.

Please [click here](#) for a list of acceptable categories and their definitions.

### Submission Type

General Session

1

#### Enter Title \*

The title must be brief and clearly indicate the nature of the proposal.

200 of 200 characters remaining

2

#### Select Topic \*

Please select the most relevant topic for your presentation. This information will be used to assign reviewers and organize tracks by subject.

3

#### Keyword \*

Please select the most relevant keyword for your presentation. This information will be used to assign reviewers and organize tracks by subject. Two secondary keywords from this list will be selected later in the submission process.

After entering the title, the system will autocorrect to title case. This is for Abstract and Program Book purposes. Please review the title after correction.

Select the topic and keyword that best describes your submission.

Once completed, you will move on to "Add Participants"

General

1

Participants

2

Submission

3

Disclosures

4

Add Participants >

# SUBMISSION SITE USER GUIDE

## GENERAL SESSION - LEAD SPEAKER

Submitter will be automatically listed as the Lead Speaker. To add participants, select "Add Participant" and choose a participant type from the drop-down menu. Anyone participating in the presentation MUST be added here.

### Participants

Add speakers to your submission by clicking the "Add Participant" dropdown and selecting the role. Find a person by searching for them in the database. If a profile is not found, you can click "Add a new participant" to add an account for them. Emails will be sent to the participants when you advance to the next step.

General Sessions require a minimum of two (2) participants and no more than (4) four participants, including a Discussant. You can add a maximum of 3 speakers in addition to yourself, or 2 speakers and a discussant. **Please list all participants who are involved in the session below at the time of submission.**

**Lead Speaker \***

<div data-bbox="413 966 1123 1098">Kayla Hill khill@parthenonmgmt.com remove</div>	<b>Abstract Admin</b> <input checked="" type="checkbox"/>
--	--

No results found

Cannot find the participant? [Add a new participant.](#)

Search for a user by typing a full name or email. If they are not found, select "Add a participant" to add them manually.

Type the participant's name and email in the boxes provided.

Enter first name      Enter last name

Enter e-mail address

Want to continue searching? [Search for participant.](#)

Click anywhere outside the textboxes. The speaker is now listed.



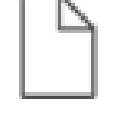


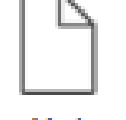


**Speaker \***

John Doe  
johndoe@parthenonmgmt.com  
remove

# SUBMISSION SITE USER GUIDE

## GENERAL SESSION - LEAD SPEAKER

These icons can be used to check the status of your participants. "Not Started" means they have not yet logged in. "In Progress" means they have begun their submission.

	Abstract Admin	Submission Status	Edit Submission	Disclosure Status	Notify Participant
Lead Speaker*	<div>Kayla Hill khill@parthenonmgmt.com <a href="#">remove</a></div>	<input checked="" type="checkbox"/>	 In Progress	 In Progress	
Speaker	<div>Tori Swinehart tswinehart@parthenonmgmt.com <a href="#">remove</a></div>	<input type="checkbox"/>	 Not Started	 Submitted	
Speaker	<div>Christine Farwell cfarwell@parthenonmgmt.com <a href="#">remove</a></div>	<input type="checkbox"/>	 Not Started	 Submitted	

Lead Speakers can edit each individual participant submission. Click the pencil icon to edit individual submissions.


You can click here to be notified when participants complete their submission.

[Add Participant](#)

Notify me when each participant completes their submission.

When all participants have been added, select "Save Participants" to move to Step 3.

[Return to Dashboard](#) Submit Preconference Skills Course

General  Participants **2** Submission **3** Disclosures **4**

[Previous](#) [Save Participants](#)

Participants

# SUBMISSION SITE USER GUIDE

## GENERAL SESSION - LEAD SPEAKER

[Return to Dashboard](#) Submit General Session

General  Participants  Submission **3** Disclosures

[Previous](#) [Save and Continue](#) [Finalize Submission](#)

Please complete the program proposal details for the submission.

Enter your abstract and other required details of your submission in the fields below; most fields are required reporting. For help, consult our [detailed submission instructions](#).

1

### Overall Abstract \*

Enter your abstract in the field below. This field is plain text only, no graphs or charts are allowed. The maximum word limit is 500 words.

500 of 500 words remaining

2

### Is original data being presented? \*

- Yes
- No

3

### Promoting Audience Interaction \*

Indicate which of the following techniques you plan to use to promote interaction with your session audience. You may choose more than one.

- Question and Answer
- Panel Discussion
- Audience Quizzes or Polling
- Small Group Discussion
- Role Play or Other Experiential Learning
- Other

4

### Presentation Type \*

- Prefer Live Only
- Prefer Live but willing to accept Recorded
- Prefer Recorded Only

5

### Is this session sponsored by a SIG/Subcommittee/Committee? \*

- Yes
- No

If your abstract is sponsored by a SIG, Subcommittee or Committee. Indicate here for instructions to next steps.

Please have the SIG/Subcommittee/Committee chair fill out [THIS FORM](#) to confirm SIG/Subcommittee/Committee sponsorship.

6

### Presenter Status \*

Please select your current level of training.

- Student
- Resident
- C-L Fellow
- Early Career (<7 years after completion of residency or fellowship)
- Mid Career (7-25 years)
- Advanced Career (25+)

# SUBMISSION SITE USER GUIDE

## GENERAL SESSION - LEAD SPEAKER

7

### Content Contributors

If you would like to credit individuals who contributed to the submission content but who are not presenting at the meeting, you may enter no more than five (5) here. **Contributors who are presenting at the meeting should be added to the "Participants" Page.** Content Contributors will be acknowledged online and in the meeting program only. **CME Disclosure Reporting is only required for the Presenting Speakers. Co-authors/Contributors are not required to submit disclosures or any information.**

	First Name	Last Name	Designation/Degree	Affiliation	
1	Christine	Farwell	PhD	University of Massachuset	remove

\* You must populate all fields to complete the row.

If you have co-authors who are not presenting during the meeting in which you would like to receive recognition on the program, please list here.

8

### Contribution to the CLP 2026 Scientific Program \*

ACLP remains committed to creating a welcoming and respectful community that reflects a broad range of perspectives and experiences, and encourages authors to do both of the following:

1. Provide balanced information regarding presentation, including, but not limited to, how the topic affects communities with less representation in research or individuals from marginalized groups, as well as gaps in research, access, or outcomes.
2. Include speaker panels that reflect the breadth of our diverse Academy membership, with participation from speakers of differing identities, professional backgrounds, geographies, institutions, and career stages.

How or why will your submission advance the breadth and depth of the ACLP 2026 meeting through topics presented and/or speaker panel?

### Secondary Keywords

Please select 2 different secondary keywords for your submission from [this list](#).

This will assist organizing tracks by subject.

9

### Secondary Keyword 1 \*

Agitation & Behavioral Emergencies

- Advocacy & Health Policy
- Agitation & Behavioral Emergencies
- Artificial Intelligence (AI)
- Autoimmune Disorders
- Burn, Trauma, and Surgery
- Cardiovascular Psychiatry
- Care Transitions & Throughput
- Catatonia
- Child & Adolescent Psychiatry
- Clinician Distress & Burnout

Select up to 2 more keywords relevant to your proposal from the drop down menus.

10

### Learning Objectives

Provide at least two learning objectives that are clear, measurable, and achievable. The learning objectives help attendees determine if the knowledge you present is appropriate for them, helps focus your preparation of the content, and provides a structure to measure the educational success of your materials. For more information on how to effectively write objectives see [Tips for Writing Learning Objectives](#).

11

### Learning Objective # 1 \*

Enter a learning objective that is clear, measurable, and achievable. See the guidance note linked above if you need help.

30 of 30 words remaining

12

### Learning Objective # 2 \*

Enter a learning objective that is clear, measurable, and achievable. See the guidance note linked above if you need help.

30 of 30 words remaining

13

### Learning Objective # 3

Enter a learning objective that is clear, measurable, and achievable. See the guidance note linked above if you need help.

30 of 30 words remaining

# SUBMISSION SITE USER GUIDE

## GENERAL SESSION - LEAD SPEAKER

MOC Pre-Test Questions are collected in the submission this year. Please provide 4 questions below.

14

### MOC Pre-Test Questions \*

You must submit four (4) maintenance of certification (MOC) questions based on your learning objectives. Before writing your questions, think carefully: what are the four main take home points of your presentation? This is what the questions should be about. Once you've decided on your main point, please review the below instructions for writing and submitting questions. The questions should be multiple choice with 4 possible options but only 1 correct answer. In addition, please submit an explanation and reference for the correct answer.

**For example: Rationale:** Integral biomarkers need to be well-established and validated before their use in a clinical trial.

**Reference:** Biomarkers in early-phase trials: Fundamental issues. LM Yee et al. Bioanalysis, 2018; 10: 933-944. <https://www.future-science.com/doi/full/10.4155/bio-2018-0006> For more information on how to effectively write MOC Questions [Tips for Writing MOC Pre-Test Questions](#).

	Question *	Answer A *	Answer B *	Answer C *	Answer D *	Correct Answer and Rationale *	Reference *	
1	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	<a href="#">remove</a>
2	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	<a href="#">remove</a>
3	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	<a href="#">remove</a>
4	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	test,test,test,test,test,test,t	<a href="#">remove</a>

\* You must populate all fields to complete the row and you must enter at least 4 rows.

15

### ACLP Terms & Conditions \*

1. I have read and agree to the terms and conditions of the [CLP 2026 Speaker's Agreement](#).
2. I grant the Academy license to: (a) record my presentation; and (b) publish, distribute, and/or broadcast my presentation, in whole or in part, including via print and via the web. The Academy will ensure that any dissemination of my presentation by the Academy acknowledges me as the author; the Academy will be the copyright holder of the recording. Your intellectual property rights remain with you and ownership is not transferred to the Academy by your agreement to being recorded.
3. If selected for the program, I agree that the Academy may publish my abstract and professional profile (as prepared by me) in all meeting-related publications, including the website, solely as determined by the Academy. Post-meeting, I may request the removal of my professional profile from the meeting website, however, I agree all materials requested by the Academy to upload to share with attendees are permanent contributions to the record of the meeting.
4. At least one speaker/author related to this submission must register for, attend, and present at CLP 2026 in San Diego, CA. Every individual presenting at the in-person meeting in San Diego, CA, must be registered; no exceptions. If Accepted for a Pre-Recorded Session, the presenting author must be registered for the meeting either virtually or in-person.
5. I agree to provide a handout (PowerPoint presentations, lecture notes/outlines, references, etc.) to the Academy ahead of the meeting for use by attendees as a learning aid during sessions and to do so in accordance with published deadlines.

I have read and agree to the terms & conditions.

Please indicate your agreement by typing your full name below.

When all details have been added, select "save and Continue" At the top of the page.

← Previous

Save and Continue →

# SUBMISSION SITE USER GUIDE

## GENERAL SESSION - LEAD SPEAKER

Disclosures are required for all participants. Co-Authors are not required to complete disclosures.

**Note:** You have full disclosures on file. These disclosures have been copied below. Any updates will be reflected in your other submissions.

If you have a disclosure on file, the form will be auto-filled. Review all details before continuing.

If you have a financial relationship to disclose, you will be asked to provide details here.

If you are an employee or owner of an ineligible company, or do you hold stock/equity in a privately held ineligible company you will need to check here and answer a few additional questions

Complete mandatory CME Disclosure Reporting.

### Financial Relationships

#### Definition of Financial Relationship...

Financial relationships are those relationships in which the individual benefits by receiving a salary, royalty, intellectual property rights, consulting fee, honoraria for promotional speakers' bureau, ownership interest (e.g. stocks, stock options or other ownership interest, excluding diversified mutual funds), or other financial benefit. Financial benefits are usually associated with roles such as employment, owner, management position, independent contractor (including contracted research), consulting, speaking and teaching, membership on advisory committees or review panels, board membership, and other activities from which remuneration is received, or expected.

#### Disclosure \*

After having read the above definitions, in the past 24 months, have you had a financial relationship with any ineligible company?

- Yes, I do have a financial relationship(s) to disclose.  
 No, I have nothing to disclose.



1

2

#### Financial Relationships Details \*

Please enter the name of the ineligible company (entity) and the nature of the relationship(s). Please list the name of the entity in the Ineligible Company column. Examples of relationships include: Stock Shareholder held in a Private Company or Public Company, Scientific/Medical Advisory Board Member, Corporate Board Member, Consultant, Employee, Honoraria, Patent.

Ineligible Company *	Type of Financial Interest. *
<input type="text"/>	(blank)

\* You must populate all fields to complete

- (blank)
- Advisory Board
- Board Member
- Consultant
- Contracted Research
- Employee
- Grant
- Honoraria
- Other Financial Material or Support
- Owner

#### Employee Disclosure \*

Are you an employee or owner of an ineligible company, or do you hold stock/equity in a privately held ineligible company?

- No  
 Yes, Employee  
 Yes, Owner  
 Yes, I hold stock/equity in a privately held ineligible company



3

# SUBMISSION SITE USER GUIDE

## GENERAL SESSION - LEAD SPEAKER

If you are an employee of an ineligible company, you will be asked for additional details.

### 4 Is your stock/equity in a privately held ineligible company shares or options. \*

Select All that Apply

- Shares
- Options

### 5 Disclosure Resolution 1 \*

Is your company/employer/private stock producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on patients?

- Yes
- No

### 6 Disclosure Resolution 2 \*

Is your company/employer/private stock a provider of clinical services directly to patients?

- Yes
- No

### 7 Disclosure Resolution 3 \*

Is the content of the activity as a whole related in any way to products or business lines of your company/employer/private stock?

### 14 Resume/CV \*

Please upload a copy of your Resume/CV (.DOC/.PDF)

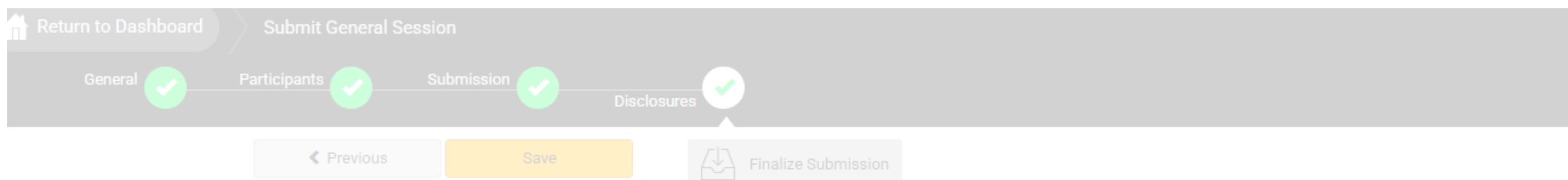
Upload 

max file size: 8 MB

### 15 Signature \*

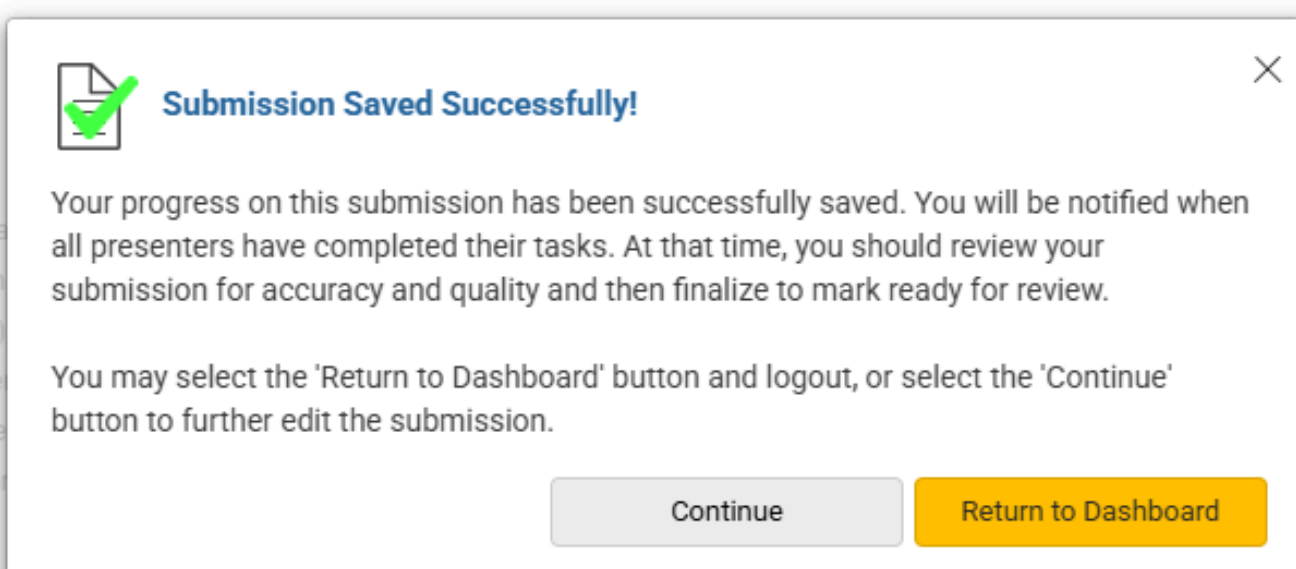
I certify that all my affiliations with or financial relationships (e.g., employment, consultancies, honoraria, equity ownership or stock options, grants, contracts, patents, received or pending, or royalties) with any organization or entity defined as an ineligible company are disclosed completely here. For purposes of disclosure, financial involvement is defined as any income source having occurred within the last 24 months.

Upload your Resume/CV and complete the attestation.



Note: You have full disclosures on file. These disclosures have been copied below. Any updates will be reflected in your other submissions.

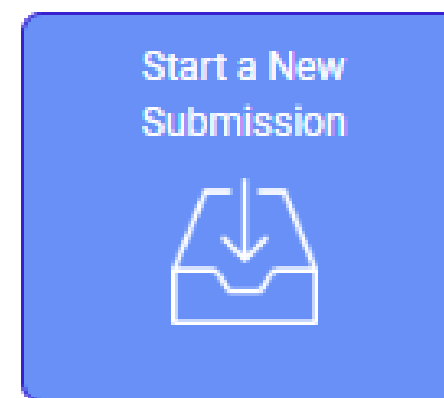
When all details have been added, select "Save" At the top of the page. You will not be able to Finalize the Submission until all presenters completed their portion



# SUBMISSION SITE USER GUIDE

## GENERAL SESSION - SPEAKER, DISCUSSANT

Login to the submission dashboard. Select the proposal from the list.




Click on abstract title below to update and submit individual and supporting abstracts.

Status	My Submissions	Type	Role
 Not Started	Test	General Session	Speaker

◀ Previous

Save and Continue ▶

 Submit Abstract

Enter your abstract and other required details of your submission in the fields below; most fields are required reporting. For help, consult our [detailed submission instructions](#).

1

### Enter Title \*

The title must be brief and clearly indicate the nature of the proposal. Re-enter the session title if you are not presenting a separate presentation.

2

### Presenter Status \*

Please select your current level of training.

- Student
- Resident
- C-L Fellow
- Early Career (<7 years after completion of residency or fellowship)
- Mid Career (7-25 years)
- Advanced Career (25+)

- I have read and agree to the terms and conditions of the [CLP 2026 Speaker's Agreement](#).
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- I agree to provide a handout (PowerPoint presentations, lecture notes/outlines, references, etc.) to the Academy ahead of the meeting for use by attendees as a learning aid during sessions and to do so in accordance with published deadlines.

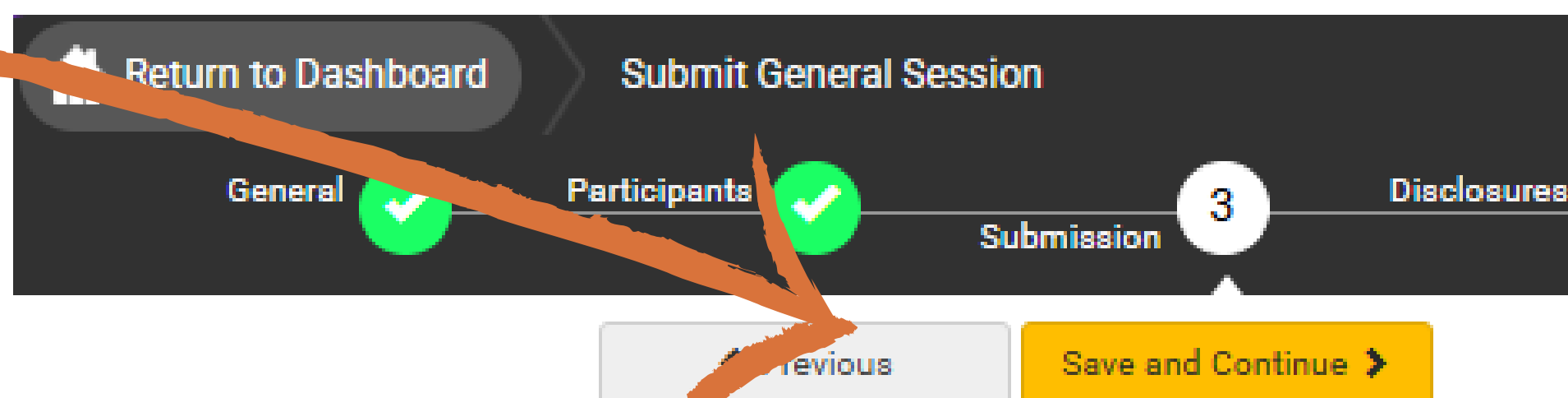
I have read and agree to ACLP's terms and conditions.

Please indicate your agreement by typing your full name below.

Select "Save and Continue" to move on to Disclosures.

After entering the title, the system will autocorrect to title case. This is for Abstract and Program Book purposes. Please review the title after correction.

Read and sign the ACLP Terms & Conditions.



# SUBMISSION SITE USER GUIDE

## GENERAL SESSION - ALL

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Complete mandatory CME Disclosure Reporting.

### Financial Relationships

#### Definition of Financial Relationship...

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#### Disclosure \*

After having read the above definitions, in the past 24 months, have you had a financial relationship with any ineligible company?

- Yes, I do have a financial relationship(s) to disclose.  
 No, I have nothing to disclose.

If you have a financial relationship to disclose, you will be asked to provide details here.

2

#### Financial Relationships Details \*

Please enter the name of the ineligible company (entity) and the nature of the relationship(s). Please list the name of the entity in the Ineligible Company column. Examples of relationships include: Stock Shareholder held in a Private Company or Public Company, Scientific/Medical Advisory Board Member, Corporate Board Member, Consultant, Employee, Honoraria, Patent.

Ineligible Company *	Type of Financial Interest. *
<input type="text"/>	(blank)

\* You must populate all fields to complete

- (blank)
- Advisory Board
- Board Member
- Consultant
- Contracted Research
- Employee
- Grant
- Honoraria
- Other Financial Material or Support
- Owner

#### 3 Employee Disclosure \*

Are you an employee or owner of an ineligible company, or do you hold stock/equity in a privately held ineligible company?

- No  
 Yes, Employee  
 Yes, Owner  
 Yes, I hold stock/equity in a privately held ineligible company

If you are an employee or owner of an ineligible company, or do you hold stock/equity in a privately held ineligible company you will need to check here and answer a few additional questions

# SUBMISSION SITE USER GUIDE

## GENERAL SESSION - ALL

If you are an employee of an ineligible company, you will be asked for additional details.

### 4 Is your stock/equity in a privately held ineligible company shares or options. \*

Select All that Apply

- Shares  
 Options

### 5 Disclosure Resolution 1 \*

Is your company/employer/private stock producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on patients?

- Yes  
 No

### 6 Disclosure Resolution 2 \*

Is your company/employer/private stock a provider of clinical services directly to patients?

- Yes  
 No

### 7 Disclosure Resolution 3 \*

Is the content of the activity as a whole related in any way to products or business lines of your company/employer/private stock?

### 14 Resume/CV \*

Please upload a copy of your Resume/CV (.DOC/.PDF)

Upload 

max file size: 8 MB

### 15 Signature \*

I certify that all my affiliations with or financial relationships (e.g., employment, consultancies, honoraria, equity ownership or stock options, grants, contracts, patents, received or pending, or royalties) with any organization or entity defined as an ineligible company are disclosed completely here. For purposes of disclosure, financial involvement is defined as any income source having occurred within the last 24 months.

### Private Stock Disclosure Resolution 1 \*

Is the content of the activity as a whole related in any way to products or business lines of your company/employer/private stock?


- Yes  
 No


### Private Stock Disclosure Resolution 2 \*


If yes, is the session limited to basic science research, such as pre-clinical research and drug discovery, or the methodologies of research, and does not make care recommendations?


- Yes  
 No

Upload your Resume/CV and complete the attestation.

General 

Participants 

Submission 

Disclosures 

← Previous

Save

 Submit Abstract

When all details have been added, select "Submit Abstract" At the top of the page.

A confirmation message will pop up when the proposal is submitted.



### Submission Submitted Successfully!

You have successfully submitted your Poster Presentation submission. You will soon receive a confirmation e-mail.

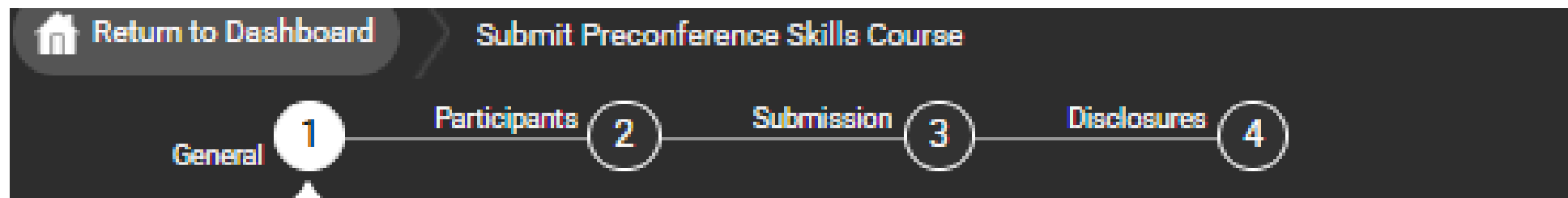
Note: You may edit the submission until the submission period closes.

Continue

# SUBMISSION SITE USER GUIDE

## PRECONFERENCE SKILLS COURSE - LEAD SPEAKER

**Note for proposals in the new system: Lead Speakers** should create, initiate and submit overall proposal for the group.



Add Participants >

**1 Enter Title \***  
The title must be brief and clearly indicate the nature of the proposal.

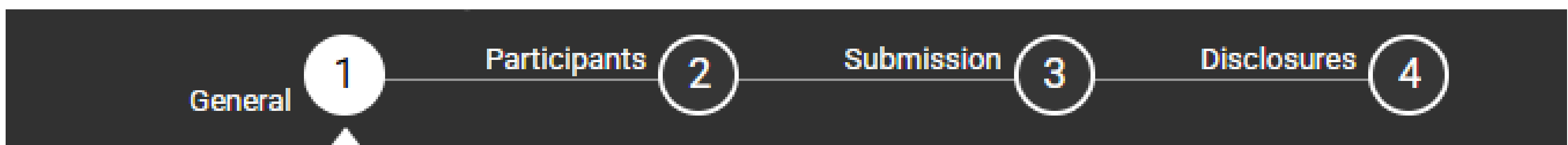
**2 Select Topic \***  
Select a category that is applicable to your abstract submission. If the appropriate category is not available, please enter category below.

**3 Keyword \***  
Please select the most relevant keyword for your presentation. This information will be used to assign reviewers and organize tracks by subject. Two secondary keywords from this list will be selected later in the submission process.

**4 Academy Membership \***  
Confirm that at least one speaker for this session is a current Academy member.  
 Yes  
 No

After entering the title, the system will autocorrect to title case. This is for Abstract and Program Book purposes. Please review the title after correction.

Select the topic that best describes your submission.



Add Participants >

Once completed, you will move on to "Add Participants"

# SUBMISSION SITE USER GUIDE

## PRECONFERENCE SKILLS COURSE- LEAD SPEAKER

Lead Speaker will be listed automatically.

To add a required speaker, type a full name or email into the search box. If they are not found, select "Add a new participant."

Speaker \*

Type the speaker's name and email in the boxes provided.

Speaker \*

Click anywhere outside the textboxes. The speaker is now listed.

To add more speakers, select "Add Participant" and choose a participant type from the drop-down menu, then complete the steps above.

Return to Dashboard Submit Preconference Skills Course

General  Participants **2** Submission  Disclosures

Previous Save and Continue

### Participants

Add speakers to your submission, then enter their profiles, or send them an invite to do so.

Preconference skills courses require a minimum of two (2) speakers and permit a maximum of five (5). Of the The Lead Speaker is considered the point-of-contact for all communications regarding the submission. Trainer

	Abstract Admin	Submission Status
Lead Speaker * Kayla Hill khill@parthenonmgmt.com <a href="#">remove</a>	<input checked="" type="checkbox"/>	Not Started
Speaker * Search for participant Cannot find the participant? <a href="#">Add a new participant.</a> <a href="#">Add Participant</a>	<input type="checkbox"/>	Not Started

Notify me when each participant completes their submission.

Speaker \* John Doe

No results found

Cannot find the participant? [Add a new participant.](#)

John Doe

Enter first name Enter last name

johndoe@parthenonmgmt.com

Enter e-mail address

Want to continue searching? [Search for participant.](#)



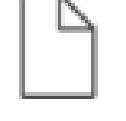


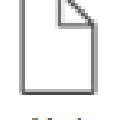


Speaker \* John Doe [remove](#)

johndoe@parthenonmgmt.com

# SUBMISSION SITE USER GUIDE

## PRECONFERENCE SKILLS COURSE- LEAD SPEAKER

These icons can be used to check the status of your participants. "Not Started" means they have not yet logged in. "In Progress" means they have begun their submission.

	Abstract Admin	Submission Status	Edit Submission	Disclosure Status	Notify Participant
Lead Speaker*	Kayla Hill khill@parthenonmgmt.com <a href="#">remove</a>	<input checked="" type="checkbox"/>	 In Progress	 In Progress	
Speaker	Tori Swinehart tswinehart@parthenonmgmt.com <a href="#">remove</a> ↓	<input type="checkbox"/>	 Not Started	 Submitted	
Speaker	Christine Farwell cfarwell@parthenonmgmt.com <a href="#">remove</a> ↑	<input type="checkbox"/>	 Not Started	 Submitted	

Lead Speakers can edit each individual participant submission. Click the pencil icon to edit individual submissions.

You can click here to be notified when participants complete their submission.




[Add Participant](#)

Notify me when each participant completes their submission.

When all participants have been added, select "Save Participants" to move to Step 3.

[Return to Dashboard](#) Submit Preconference Skills Course

General  Participants **2** Submission **3** Disclosures **4**

[← Previous](#) [Save Participants](#)

Participants

# SUBMISSION SITE USER GUIDE

## PRECONFERENCE SKILLS COURSE - LEAD SPEAKER

Enter your abstract and other required details of your submission in the fields below; most fields are required reporting. For help, consult our [detailed submission instructions](#).

Blue text indicates a link. Click these to open PDFs or be directed to the corresponding webpage.

Please complete the program proposal details for the submission.

Select up to 2 more keywords relevant to your proposal from the drop down menus.

1

### Abstract \*

Enter your abstract in the field below. This field is plain text only, no graphs or charts are allowed. The maximum word limit is 500 words.

500 of 500 words remaining

2

### Agenda Overview \*

Provide a general agenda for your session in 30-minute increments. The maximum word limit is 250 words.

Example:

- 0-30: Introductions; lecture on TBI by Dr. X
- 30-60: lecture on neuropsychiatric manifestations of infectious disease by Dr. Y
- 60-90: case report of atypical catatonia by Dr. A
- and so on

### Secondary Keywords

Please select 2 different secondary keywords for your submission from [this list](#). This will assist organizing tracks by subject.

3

### Secondary Keyword 1 \*

4

### Secondary Keyword 2

5

### Is this session sponsored by a SIG/Subcommittee/Committee? \*

- Yes  
 No

6

### Contribution to the CLP 2026 Scientific Program \*

ACLP remains committed to creating a welcoming and respectful community that reflects a broad range of perspectives and experiences, and encourages authors to do both of the following:

1. Provide balanced information regarding presentation, including, but not limited to, how the topic affects communities with less representation in research or individuals from marginalized groups, as well as gaps in research, access, or outcomes.
2. Include speaker panels that reflect the breadth of our diverse Academy membership, with participation from speakers of differing identities, professional backgrounds, geographies, institutions, and career stages.

How or why will your submission advance the breadth and depth of the ACLP 2026 meeting through topics presented and/or speaker panel?

100 of 100 words remaining

# SUBMISSION SITE USER GUIDE

## PRECONFERENCE SKILLS COURSE - LEAD SPEAKER

7

### Presenter Status \*

Please select your current level of training.

- Student
- Resident
- C-L Fellow
- Early Career (<7 years after completion of residency or fellowship)
- Mid Career (7-25 years)
- Advanced Career (25+)

### Learning Objectives

Provide at least two learning objectives that are clear, measurable, and achievable. The learning objectives help attendees determine if the knowledge you present is appropriate for them, helps focus your preparation of the content, and provides a structure to measure the educational success of your materials. For more information on how to effectively write objectives see [Tips for Writing Learning Objectives](#).

8

### Learning Objective # 1 \*

Enter a learning objective that is clear, measurable, and achievable. See the guidance note linked above if you need help.

30 of 30 words remaining

9

### Learning Objective # 2 \*

Enter a learning objective that is clear, measurable, and achievable. See the guidance note linked above if you need help.

30 of 30 words remaining

10

### Learning Objective # 3

Enter a learning objective that is clear, measurable, and achievable. See the guidance note linked above if you need help.

30 of 30 words remaining

MOC Pre-Test Questions are collected in the submission this year. Please provide 4 questions below.

11

### MOC Pre-Test Questions \*

You must submit four (4) maintenance of certification (MOC) questions based on your learning objectives. Before writing your questions, think carefully: what are the four main take home points of your presentation? This is what the questions should be about. Once you've decided on your main point, please review the below instructions for writing and submitting questions. The questions should be multiple choice with 4 possible options but only 1 correct answer. In addition, please submit an explanation and reference for the correct answer.

**For example: Rationale:** Integral biomarkers need to be well-established and validated before their use in a clinical trial.

**Reference:** Biomarkers in early-phase trials: Fundamental issues. LM Yee et al. Bioanalysis, 2018; 10: 933-944. <https://www.future-science.com/doi/full/10.4155/bio-2018-0006> For more information on how to effectively write MOC Questions [Tips for Writing MOC Pre-Test Questions](#).

Question *	Answer A *	Answer B *	Answer C *	Answer D *	Correct Answer and Rationale *	Reference *

\* You must populate all fields to complete the row and you must enter at least 4 rows.

# SUBMISSION SITE USER GUIDE

## PRECONFERENCE SKILLS COURSE - LEAD SPEAKER

12

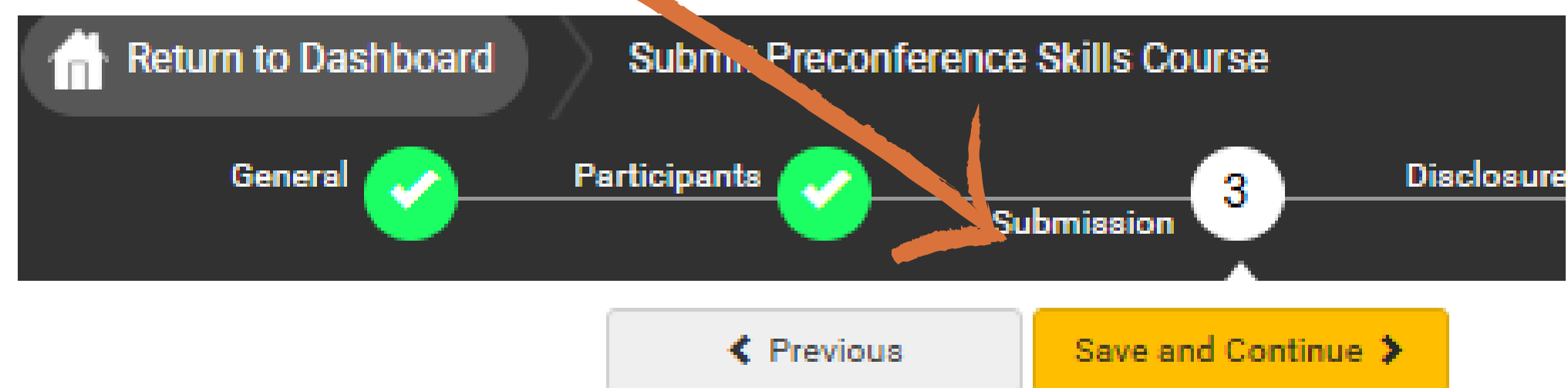
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3. If selected for the program, I agree that the Academy may publish my abstract and professional profile (as prepared by me) in all meeting-related publications, including the website, solely as determined by the Academy. Post-meeting, I may request the removal of my professional profile from the meeting website, however, I agree all materials requested by the Academy to upload to share with attendees are permanent contributions to the record of the meeting.
4. At least one speaker/author related to this submission must register for, attend, and present at CLP 2026 in San Diego, CA. Every individual presenting at the in-person meeting in San Diego, CA, must be registered; no exceptions.
5. I agree to provide a handout (PowerPoint presentations, lecture notes/outlines, references, etc.) to the Academy ahead of the meeting for use by attendees as a learning aid during sessions and to do so in accordance with published deadlines.
6. Preconference Skills Courses only: I agree to provide the Academy with a copy of my presentation for content review by **August 14, 2026**.

I have read and agree to ACLP's terms and conditions.

Please indicate your agreement by typing your full name below.

When all details have been entered, select "Save and Continue" to move to Step 4.



# SUBMISSION SITE USER GUIDE

## PRECONFERENCE SKILLS COURSE - LEAD SPEAKER

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Complete mandatory CME Disclosure Reporting.

### Financial Relationships

#### Definition of Financial Relationship...

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#### Disclosure \*

After having read the above definitions, in the past 24 months, have you had a financial relationship with any ineligible company?

- Yes, I do have a financial relationship(s) to disclose.  
 No, I have nothing to disclose.



1

2

#### Financial Relationships Details \*

Please enter the name of the ineligible company (entity) and the nature of the relationship(s). Please list the name of the entity in the Ineligible Company column. Examples of relationships include: Stock Shareholder held in a Private Company or Public Company, Scientific/Medical Advisory Board Member, Corporate Board Member, Consultant, Employee, Honoraria, Patent.

Ineligible Company *	Type of Financial Interest. *
<input type="text"/>	(blank)

\* You must populate all fields to complete

- (blank)
- Advisory Board
- Board Member
- Consultant
- Contracted Research
- Employee
- Grant
- Honoraria
- Other Financial Material or Support
- Owner

#### Employee Disclosure \*

Are you an employee or owner of an ineligible company, or do you hold stock/equity in a privately held ineligible company?

- No  
 Yes, Employee  
 Yes, Owner  
 Yes, I hold stock/equity in a privately held ineligible company



3

# SUBMISSION SITE USER GUIDE

## PRECONFERENCE SKILLS COURSE - LEAD SPEAKER

If you are an employee of an ineligible company, you will be asked for additional details.

### 4 Is your stock/equity in a privately held ineligible company shares or options. \*

Select All that Apply

- Shares
- Options

### 5 Disclosure Resolution 1 \*

Is your company/employer/private stock producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on patients?

- Yes
- No

### 6 Disclosure Resolution 2 \*

Is your company/employer/private stock a provider of clinical services directly to patients?

- Yes
- No

### 7 Disclosure Resolution 3 \*

Is the content of the activity as a whole related in any way to products or business lines of your company/employer/private stock?

### 14 Resume/CV \*

Please upload a copy of your Resume/CV (.DOC/.PDF)



max file size: 8 MB

### 15 Signature \*

I certify that all my affiliations with or financial relationships (e.g., employment, consultancies, honoraria, equity ownership or stock options, grants, contracts, patents, received or pending, or royalties) with any organization or entity defined as an ineligible company are disclosed completely here. For purposes of disclosure, financial involvement is defined as any income source having occurred within the last 24 months.

### Private Stock Disclosure Resolution 1 \*

Is the content of the activity as a whole related in any way to products or business lines of your company/employer/private stock?

- Yes
- No

### Private Stock Disclosure Resolution 2 \*

If yes, is the session limited to basic science research, such as pre-clinical research and drug discovery, or the methodologies of research, and does not make care recommendations?


- Yes
- No

Upload your Resume/CV and complete the attestation.



Note: You have full disclosures on file. These disclosures have been copied below. Any updates will be reflected in your other submissions.

When all details have been added, select "Save" At the top of the page. You will not be able to Finalize the Submission until all presenters completed their portion

 **Submission Saved Successfully!**

Your progress on this submission has been successfully saved. You will be notified when all presenters have completed their tasks. At that time, you should review your submission for accuracy and quality and then finalize to mark ready for review.

You may select the 'Return to Dashboard' button and logout, or select the 'Continue' button to further edit the submission.

# SUBMISSION SITE USER GUIDE

## PRECONFERENCE SKILLS COURSE- SPEAKER, DISCUSSANT



Login to the submission dashboard. Scroll to the bottom of your submissions dashboard and click on the title of your submission.

Click on abstract title below to update and submit individual and supporting abstracts.

Status	My Submissions	Type	Role
 Not Started	<a href="#">Test</a>	Preconference Skills Course	Speaker

Enter your abstract and other required details of your submission in the fields below; most fields are required reporting. For help, consult our [detailed submission instructions](#).

**1 Enter Title \***

The title must be brief and clearly indicate the nature of the proposal. Re-enter the session title if you are not presenting a separate presentation.

**2 Presenter Status \***

Please select your current level of training.

- Student
- Resident
- C-L Fellow
- Early Career (<7 years after completion of residency or fellowship)
- Mid Career (7-25 years)
- Advanced Career (25+)

**3 ACLP Terms & Conditions \***

- I have read and agree to the terms and conditions of the [CLP 2026 Speaker's Agreement](#).
- I grant the Academy license to: (a) record my presentation; and (b) publish, distribute, and/or broadcast my presentation, in whole or in part, including via print and via the web. The Academy will ensure that any dissemination of my presentation by the Academy acknowledges me as the author; the Academy will be the copyright holder of the recording. Your intellectual property rights remain with you and ownership is not transferred to the Academy by your agreement to being recorded.
- If selected for the program, I agree that the Academy may publish my abstract and professional profile (as prepared by me) in all meeting-related publications, including the website, solely as determined by the Academy. Post-meeting, I may request the removal of my professional profile from the meeting website, however, I agree all materials requested by the Academy to upload to share with attendees are permanent contributions to the record of the meeting.
- At least one speaker/author related to this submission must register for, attend, and present at CLP 2026 in San Diego, CA. Every individual presenting at the in-person meeting in San Diego, CA, must be registered; no exceptions.
- I agree to provide a handout (PowerPoint presentations, lecture notes/outlines, references, etc.) to the Academy ahead of the meeting for use by attendees as a learning aid during sessions and to do so in accordance with published deadlines.
- Preconference Skills Courses only: I agree to provide the Academy with a copy of my presentation for content review by **August 14, 2026**.

I have read and agree to ACLP's terms and conditions.

Please indicate your agreement by typing your full name below.

After entering the title, the system will autocorrect to title case. This is for Abstract and Program Book purposes. Please review the title after correction.

Read and sign the ACLP Terms & Conditions.

Select "Save and Continue" to move on to Disclosures.

[Return to Dashboard](#) [Submit General Session](#)

General  Participants  Submission **3** Disclosures

# SUBMISSION SITE USER GUIDE

## PRECONFERENCE SKILLS COURSE- SPEAKER, DISCUSSANT

Disclosures are required for all participants. Co-Authors are not required to complete disclosures.

**Note:** You have full disclosures on file. These disclosures have been copied below. Any updates will be reflected in your other submissions.

If you have a disclosure on file, the form will be auto-filled. Review all details before continuing.

Complete mandatory CME Disclosure Reporting.

### Financial Relationships

#### Definition of Financial Relationship...

Financial relationships are those relationships in which the individual benefits by receiving a salary, royalty, intellectual property rights, consulting fee, honoraria for promotional speakers' bureau, ownership interest (e.g. stocks, stock options or other ownership interest, excluding diversified mutual funds), or other financial benefit. Financial benefits are usually associated with roles such as employment, owner, management position, independent contractor (including contracted research), consulting, speaking and teaching, membership on advisory committees or review panels, board membership, and other activities from which remuneration is received, or expected.

#### Disclosure \*

After having read the above definitions, in the past 24 months, have you had a financial relationship with any ineligible company?

- Yes, I do have a financial relationship(s) to disclose.
- No, I have nothing to disclose.

If you have a financial relationship to disclose, you will be asked to provide details here.

2

#### Financial Relationships Details \*

Please enter the name of the ineligible company (entity) and the nature of the relationship(s). Please list the name of the entity in the Ineligible Company column. Examples of relationships include: Stock Shareholder held in a Private Company or Public Company, Scientific/Medical Advisory Board Member, Corporate Board Member, Consultant, Employee, Honoraria, Patent.

Ineligible Company *	Type of Financial Interest. *
<input type="text"/>	(blank)

\* You must populate all fields to complete

- (blank)
- Advisory Board
- Board Member
- Consultant
- Contracted Research
- Employee
- Grant
- Honoraria
- Other Financial Material or Support
- Owner

3

#### Employee Disclosure \*

Are you an employee or owner of an ineligible company, or do you hold stock/equity in a privately held ineligible company?

- No
- Yes, Employee
- Yes, Owner
- Yes, I hold stock/equity in a privately held ineligible company

If you are an employee or owner of an ineligible company, or do you hold stock/equity in a privately held ineligible company you will need to check here and answer a few additional questions

# SUBMISSION SITE USER GUIDE

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- Yes  
 No

Upload your Resume/CV and complete the attestation.

General 

Participants 

Submission 

Disclosures 

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 Submit Abstract

When all details have been added, select "Submit Abstract" At the top of the page.

A confirmation message will pop up when the proposal is submitted.



### Submission Submitted Successfully!

You have successfully submitted your Poster Presentation submission. You will soon receive a confirmation e-mail.

Note: You may edit the submission until the submission period closes.

Continue