

24th World Congress of Psychotherapy

United Nations Headquarters & City University of New York Graduate Center

June 4-6, 2026

Psychotherapy, Mental Health and Human Rights- Caring for Vulnerable Populations, Healthcare Professionals, and Humanitarian Relief Workers

SUBMISSION SITE USER GUIDE

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

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SUBMISSION SITE USER GUIDE

CREATE YOUR USER PROFILE

<https://wfp.societyconference.com/v2/>

ACTIONS

NEW USER? CREATE AN ACCOUNT

EXISTING USER? LOG IN

Select "New User? Create An Account"

Complete the form. Items marked with a * are required.

Create a User Account

Cancel Save User Account Look Up Login ID

Login Details

E-mail Address*
This will be your Login ID

Password*
Password must be at least 6 characters long

Confirm Password*

Primary Details

Prefix

First Name*

Preferred Name

Middle Name

Last Name*

Suffix

Pronoun

Credentials*

Gender*

Ethnicity / Race*
Select the ethnicity / race with which you most closely identify.

Date of Birth*
Enter date of birth in mm/dd/yyyy format.

NO IMAGE AVAILABLE

Upload Profile Picture

Professional Title*

Office/Practice/Company*

Other Affiliation

Biography

Contact Information

Enter required 'Work' information. Note: You may also maintain additional address and contact information in the 'Home' and 'Other' tabs.

Work Home Other

Country*

Street 1*

Street 2

Phone No.*
Please include area code

Mobile No.
Please include area code

Cancel

Save User Account

When all details have been entered, select "Save User Account"

SUBMISSION SITE USER GUIDE

LOGGING IN

<https://wfp.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

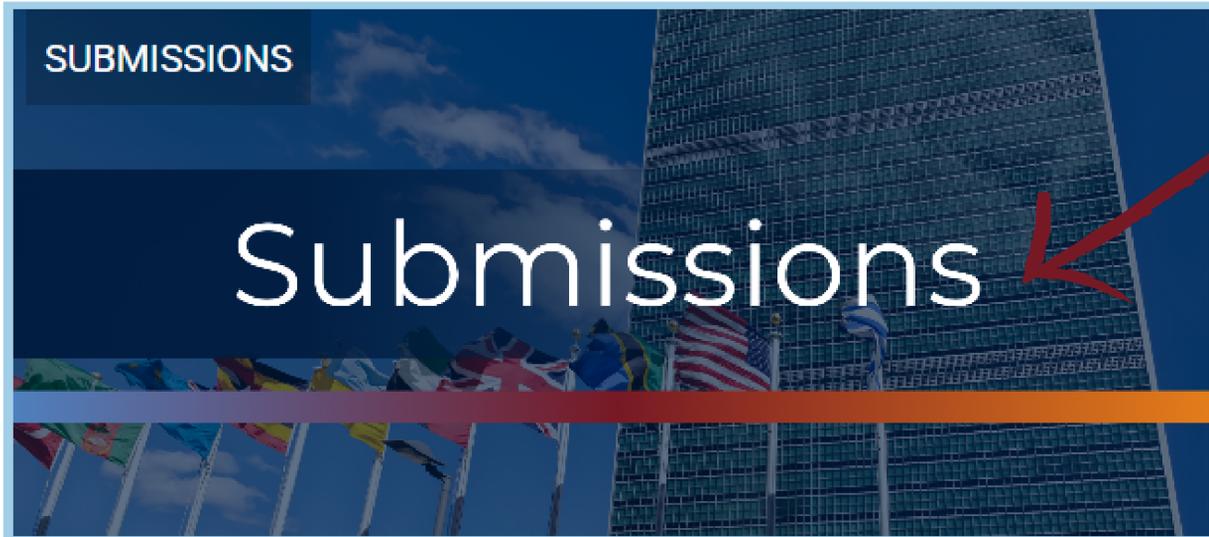
START A NEW SUBMISSION

GO TO MY SUBMISSION DASHBOARD

SUBMISSION SITE USER GUIDE

ACCESSING SUBMISSIONS PORTAL

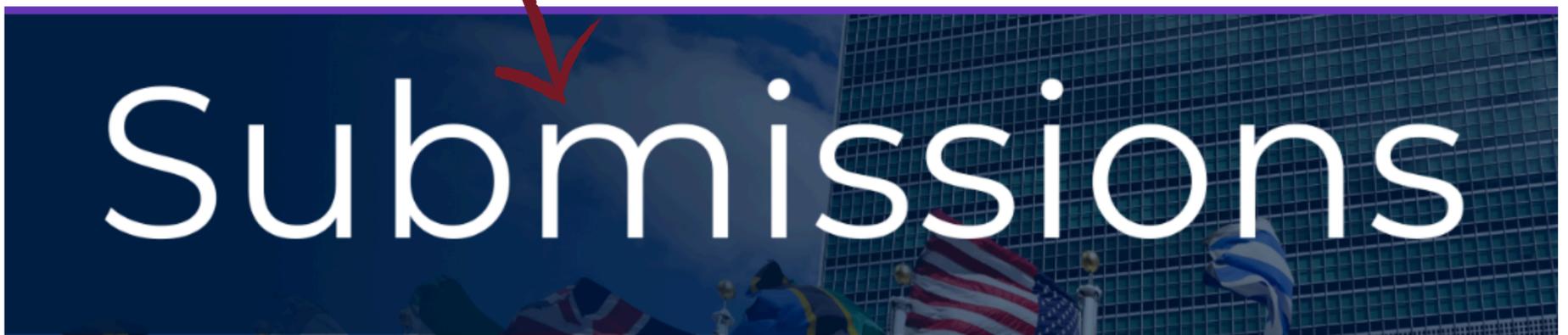
Visit <https://wfp.societyconference.com>



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

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

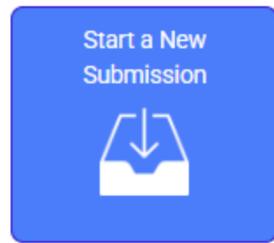
To Submit Your Abstract Click on "Access Submissions Dashboard"



Access Submissions Dashboard

SUBMISSION SITE USER GUIDE

NAVIGATING SUBMISSIONS DASHBOARD

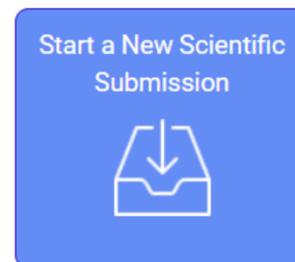


Click on abstract title below to update and submit individual and supporting abstracts.

Status	My Submissions	Type	Role
 In Progress	Test	General Symposia	Chair delete

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.

Select "Start a New Scientific Submission"



Note for proposals in the new system: Symposia Chairs should create, initiate and submit overall proposal for the group.

 [Return to Dashboard](#) [Submit Abstract](#)

You will first select your submission type.

Submission Type

- General Symposia
- Member Society Symposia
- Oral Paper
- Poster Presentation

SUBMISSION SITE USER GUIDE

SYMPOSIA - CHAIR

Questions marked with * are required.

Submission Type

General Symposia

Each symposium will be of 90 minutes duration with 2 co-chairs and 4 speakers. One of the co-chairs may also be a speaker. Speakers will limit the presentations to 15 minutes to allow for audience participation moderated by co-chairs. Symposia must address at least two of the congress topics.

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

200 of 200 characters remaining
- 2 Select a Topic ***
Select a category that is applicable to your abstract submission. If the appropriate category is not available, please enter category below.
- 3 Second Topic ***
Select a second topic from the list that is applicable.

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 primary and secondary topics that best describe your submission.

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

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

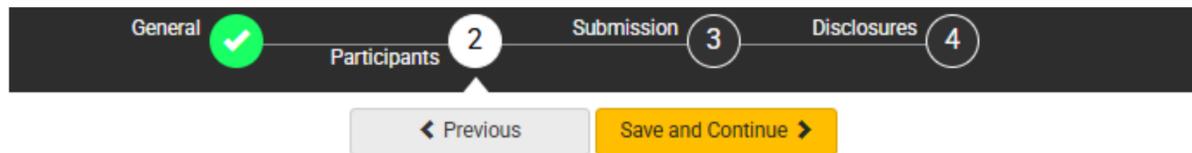
[Add Participants >](#)

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

SUBMISSION SITE USER GUIDE

SYMPOSIA - CHAIR

Participants marked with * are required.



Participants

		Abstract Admin	Submission Status	Disclosure Status
Chair *	<input type="text" value="Kayla Hill"/> <input type="button" value="remove"/> khill@parthenonmgmt.com	<input checked="" type="checkbox"/>	<input type="file"/>	<input type="file"/>
Co-chair *	<input type="text"/> Search for participant Cannot find the participant? Add a new participant.	<input type="checkbox"/>	<input type="file"/>	<input type="file"/>
Speaker *	<input type="text"/> Search for participant Cannot find the participant? Add a new participant.	<input type="checkbox"/>	<input type="file"/>	<input type="file"/>
Speaker *	<input type="text"/> Search for participant Cannot find the participant? Add a new participant.	<input type="checkbox"/>	<input type="file"/>	<input type="file"/>
Speaker *	<input type="text"/> Search for participant Cannot find the participant? Add a new participant.	<input type="checkbox"/>	<input type="file"/>	<input type="file"/>
Speaker *	<input type="text"/> Search for participant Cannot find the participant? Add a new participant.	<input type="checkbox"/>	<input type="file"/>	<input type="file"/>

Notify me when each participant completes their submission.

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

No results found

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

Enter first name

Enter last name

Enter e-mail address

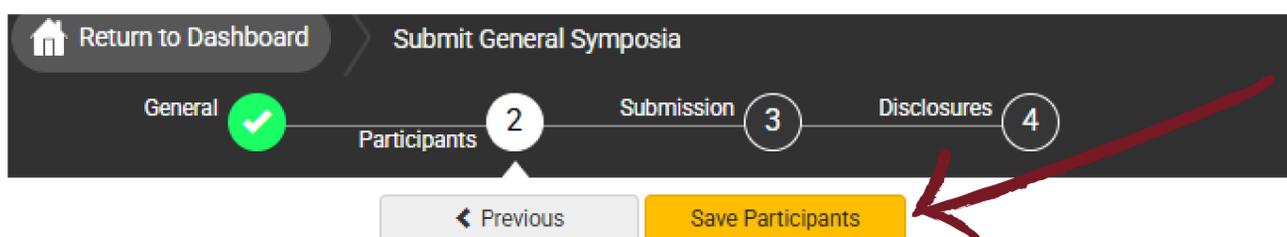
Want to continue searching? [Search for participant.](#)

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

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

Speaker *	<input type="text" value="John Doe"/> <input type="button" value="remove"/> johndoe@parthenonmgmt.com
-----------	--

Select Save Participants to move to the proposal submission.



Participants

SUBMISSION SITE USER GUIDE

SYMPOSIA - CHAIR

1 Overall Abstract *
Please enter your overall abstract. The abstract should be a concise narrative description of the academic activity and specify what each speaker will contribute.

250 of 250 words remaining

2 Educational Objective # 1 *
At the completion of this presentation, participants will be able to:

3 Educational Objective # 2 *
At the completion of this presentation, participants will be able to:

4 Educational Objective # 3 *
At the completion of this presentation, participants will be able to:

5 References *
Please list 2 references relevant to the presentation (APA style)

6 Speaker Agreement *

Language: English is the official language of the conference.

Power Point Presentations: Presenters are encouraged to organize their talks accompanied by power point slides. Slides are helpful for symposia and paper presentations. Bring your slides in portable memory sticks and email yourself back-up copies.

Presentation Ethics/Informed Consent: Informed Consent must be obtained for all clinical case presentations. You must mention that the patient(s) in the case report(s)/ presentation(s) gave informed consent. Additionally, you may disguise case material to protect confidentiality, but not as a substitution for informed consent.

Punctuality: Presenters and chairs are expected to be punctual and adhere to the published timetable/schedule. Chairs will help presenters adhere to the allotted time.

Registration: All presenters are expected to register for the conference and pay registration fees according to the sliding scale published in the conference website. Please note that on-site registration will not be allowed, and all presenters must pre-register by the specified deadline.

I have read the above, understand and agree.

Please complete the program proposal details for the submission.

Questions marked with * are required.

When all details have been entered, select Save and Continue to move to Disclosures.

General



Participants



Submission



Disclosures

4

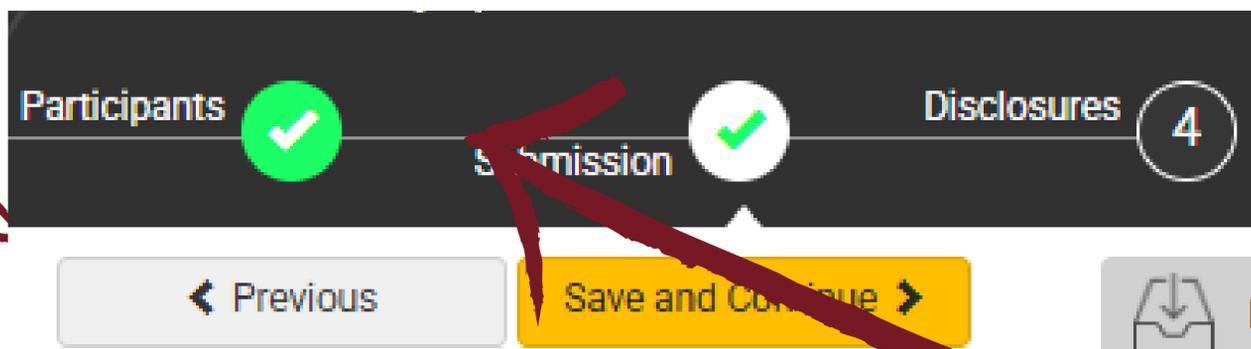
← Previous

Save and Continue →



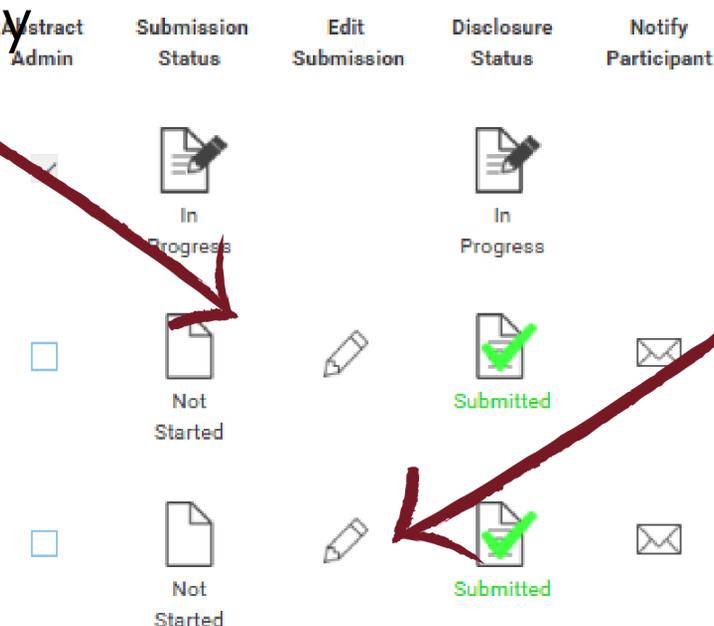
SUBMISSION SITE USER GUIDE

SYMPOSIA- CHAIR

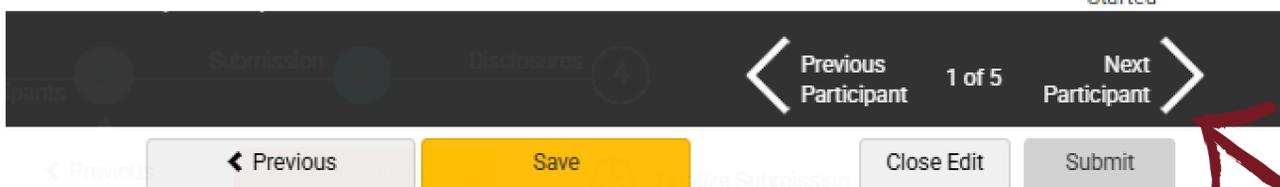


As Chair, you can edit each individual participant submission. Click back into the "Participants" Screen.

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.



Click the pencil icon to edit individual submissions.



Enter the submission information, then click "Next Participant".

1 Enter Title *

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

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Registration: All presenters are expected to register for the conference and pay registration fees according to the sliding scale published in the conference website. Please note that on-site registration will not be allowed, and all presenters must pre-register by the specified deadline.

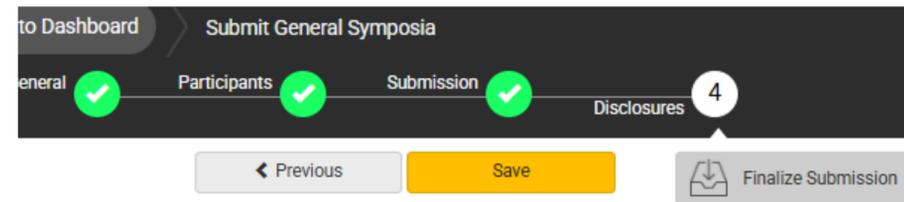
I have read the above, understand and agree.

SUBMISSION SITE USER GUIDE

SYMPOSIA - ALL

All presenters, discussants and chairs **MUST** complete the following fields to submit their financial disclosure.

Please note that each presenter will need to login and complete this step even if you enter their abstract information for the submission.



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, 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. ACCME considered relationships of the person involved in the CME activity to include financial relationships of a spouse or partner.

Contracted research includes research funding where the institution gets the grant and manages the fund and the person is the principal or named investigator on the grant.

There is no minimum dollar amount for relationships.

Definition of an Ineligible Company:

An *ineligible company* is any entity whose primary business is producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients. Providers of clinical service directly to patients are not ineligible companies – unless the provider of clinical service is owned, or controlled, by an ineligible company.

Examples of such organizations include:

- Advertising, marketing, or communication firms whose clients are ineligible companies
- Bio-medical startups that have begun a governmental regulatory approval process
- Compounding pharmacies that manufacture proprietary compounds
- Device manufacturers or distributors
- Diagnostic labs that sell proprietary products
- Growers, distributors, manufacturers or sellers of medical foods and dietary supplements
- Manufacturers of health-related wearable products
- Pharmaceutical companies or distributors
- Pharmacy benefit managers
- Reagent manufacturers or sellers

The following are not ineligible companies:

- 501-C Non-profit organizations that do not advocate for ineligible companies
- Government organizations
- Non-health care related companies
- Liability insurance providers
- Health insurance providers
- Group medical practices
- For-profit hospitals
- For-profit rehabilitation centers
- For-profit nursing homes
- Blood banks
- Diagnostic laboratories

1

Disclosure *

After having read the above definitions, in the **past 24 months**, have you or your spouse/partner had a financial relationship with any ineligible company?

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

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, Scientific/Medical Advisory Board Member, Corporate Board Member, Consultant, Employee, Honoraria, Patent.

Ineligible Company *	Type of Financial Interest *
	(blank)

* You must populate all fields to complete the row.

3

Statement 1 *

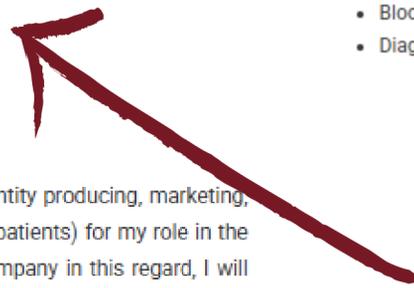
I will not accept payments or reimbursements from an ineligible company (any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients) for my role in the planning and delivery of this CME activity. If I am approached by an ineligible company in this regard, I will immediately notify WFP.

- I Agree.

4

Statement 2 *

Continuing medical education consists of educational activities which serve to maintain, develop, or increase the knowledge, skills, and professional performance and relationships that a physician uses to provide services for patients, the public, or the profession. The content of CME is that body of knowledge and skills generally recognized and accepted by the profession as within the basic medical sciences, the discipline of clinical medicine, and the provision of health care to the public. If I am a presenter, my presentation will meet these standards, and if I'm a planner, I will not approve any content that does not meet these standards. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet these standards.



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

SUBMISSION SITE USER GUIDE

SYMPOSIA - ALL

5

Statement 3 •

Presentations that promote recommendations, treatment, or manners of practicing medicine that are not within the definition of CME or known to have risks or dangers that outweigh the benefits or known to be ineffective in the treatment of patients, are prohibited. Presentations devoted to advocacy of unscientific modalities of diagnosis or therapy are prohibited. If I am a presenter, my presentation will meet these standards, and if I'm a planner, I will not approve any content that does not meet these standards. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet these standards.

I Agree.

6

Statement 4 •

All recommendations involving clinical medicine in a CME activity must be based on evidence that is accepted within the profession of medicine as adequate justification for their indications and contraindications in the care of patients. All scientific research referred to, reported or used in CME in support or justification of a patient care recommendation must conform to the generally accepted standards of experimental design, data collection and analysis. If I am a presenter, my presentation will meet these standards, and if I'm a planner, I will not approve any content that does not meet these standards. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet these standards.

I Agree.

7

Statement 5 •

Presentations must give a balanced view of therapeutic options. Use of generic names will contribute to this impartiality. If the CME educational material or content includes trade names, where available trade names from several companies should be used, not just trade names from a single company. If I am a presenter, my presentation will meet this standard, and if I'm a planner, I will not approve any content that does not meet this standard. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet this standard.

I Agree.

11

Employee Disclosure •

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

Yes
 No

12

Disclosure Resolution •

	Yes	No
Is your company/employer producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients?	<input type="radio"/>	<input type="radio"/>
Is your company/employer a provider of clinical services directly to patients?	<input type="radio"/>	<input type="radio"/>
Is the content of the activity as a whole related in any way to products or business lines of your company/employer?	<input type="radio"/>	<input type="radio"/>

13

Resume/CV •

Please submit a current CV (doc/pdf)

ⓘ

max file size: 8 MB

14

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.

8

Statement 6 •

Educational materials that are a part of this activity, such as slides, abstracts, and handouts, cannot contain any advertising, trade names, product-group messages, or ineligible company logos. If I am a presenter, my presentation will meet this standard, and if I'm a planner, I will not approve any content that does not meet this standard. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet this standard.

I Agree.

9

Statement 7 •

The content or format of a CME activity or its related materials must promote improvements or quality in healthcare and not a specific proprietary business interest of an ineligible company. If I am a presenter, my presentation will meet this standard, and if I'm a planner, I will not approve any content that does not meet this standard. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet this standard.

I Agree.

10

Statement 8 •

The content of the CME activity must not be influenced by any ineligible company. If I am a presenter, my presentation will meet this standard, and if I'm a planner, I will not approve any content that does not meet this standard.

I Agree.

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

Upload your Resume/CV and complete the attestation.



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.

Continue

Return to Dashboard

When all details have been added, select "Save" At the top of the page. When all participants have completed their submissions, the "Finalize Submission" option will become available.

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

Participants

Submission

Disclosures

4

← Previous

Save



Finalize Submission

SUBMISSION SITE USER GUIDE

SYMPOSIA - CO-CHAIR, SPEAKERS

1

Individual Presentation Title *

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

2

Speaker Agreement *

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I have read the above, understand and agree.

Please complete the details for the individual submission.

When all details have been entered, select Save and Continue to move to Disclosures.

General



Participants



Submission



Disclosures

4

← Previous

Save and Continue →



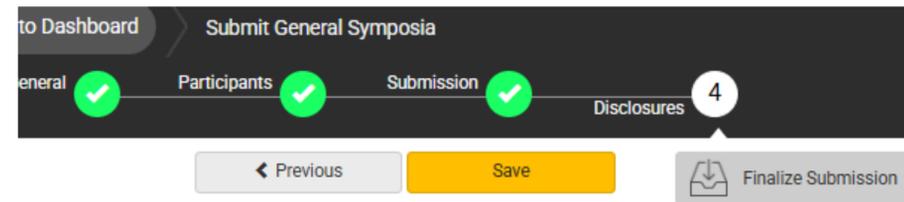
F

SUBMISSION SITE USER GUIDE

SYMPOSIA - ALL

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Financial Relationships

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Contracted research includes research funding where the institution gets the grant and manages the fund and the person is the principal or named investigator on the grant.

There is no minimum dollar amount for relationships.

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Examples of such organizations include:

- Advertising, marketing, or communication firms whose clients are ineligible companies
- Bio-medical startups that have begun a governmental regulatory approval process
- Compounding pharmacies that manufacture proprietary compounds
- Device manufacturers or distributors
- Diagnostic labs that sell proprietary products
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- Manufacturers of health-related wearable products
- Pharmaceutical companies or distributors
- Pharmacy benefit managers
- Reagent manufacturers or sellers

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- Government organizations
- Non-health care related companies
- Liability insurance providers
- Health insurance providers
- Group medical practices
- For-profit hospitals
- For-profit rehabilitation centers
- For-profit nursing homes
- Blood banks
- Diagnostic laboratories

1

Disclosure *

After having read the above definitions, in the **past 24 months**, have you or your spouse/partner had a financial relationship with any ineligible company?

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

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, Scientific/Medical Advisory Board Member, Corporate Board Member, Consultant, Employee, Honoraria, Patent.

Ineligible Company *	Type of Financial Interest *
	(blank)

* You must populate all fields to complete the row.

3

Statement 1 *

I will not accept payments or reimbursements from an ineligible company (any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients) for my role in the planning and delivery of this CME activity. If I am approached by an ineligible company in this regard, I will immediately notify WFP.

- I Agree.

4

Statement 2 *

Continuing medical education consists of educational activities which serve to maintain, develop, or increase the knowledge, skills, and professional performance and relationships that a physician uses to provide services for patients, the public, or the profession. The content of CME is that body of knowledge and skills generally recognized and accepted by the profession as within the basic medical sciences, the discipline of clinical medicine, and the provision of health care to the public. If I am a presenter, my presentation will meet these standards, and if I'm a planner, I will not approve any content that does not meet these standards. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet these standards.



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

SUBMISSION SITE USER GUIDE

SYMPOSIA - ALL

5

Statement 3 *

Presentations that promote recommendations, treatment, or manners of practicing medicine that are not within the definition of CME or known to have risks or dangers that outweigh the benefits or known to be ineffective in the treatment of patients, are prohibited. Presentations devoted to advocacy of unscientific modalities of diagnosis or therapy are prohibited. If I am a presenter, my presentation will meet these standards, and if I'm a planner, I will not approve any content that does not meet these standards. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet these standards.

I Agree.

6

Statement 4 *

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I Agree.

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Statement 5 *

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I Agree.

11

Employee Disclosure *

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

Yes

No

12

Disclosure Resolution *

	Yes	No
Is your company/employer producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients?	<input type="radio"/>	<input type="radio"/>
Is your company/employer a provider of clinical services directly to patients?	<input type="radio"/>	<input type="radio"/>
Is the content of the activity as a whole related in any way to products or business lines of your company/employer?	<input type="radio"/>	<input type="radio"/>

13

Resume/CV *

Please submit a current CV (doc/pdf)

ⓘ

max file size: 8 MB

14

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.

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Continue

Return to Dashboard

When all details have been added, select "Save" At the top of the page. When all participants have completed their submissions, the "Finalize Submission" option will become available.

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Participants Submission Disclosures 4

SUBMISSION SITE USER GUIDE

MEMBER SOCIETY SYMPOSIA - CHAIR

Questions marked with * are required.

Submission Type

General Symposia

Each symposium will be of 90 minutes duration with 2 co-chairs and 4 speakers. One of the co-chairs may also be a speaker. Speakers will limit the presentations to 15 minutes to allow for audience participation moderated by co-chairs. Symposia must address at least two of the congress topics.

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

200 of 200 characters remaining
- 2 Select a Topic ***
Select a category that is applicable to your abstract submission. If the appropriate category is not available, please enter category below.
- 3 Second Topic ***
Select a second topic from the list that is applicable.

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 primary and secondary topics that best describe your submission.

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

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

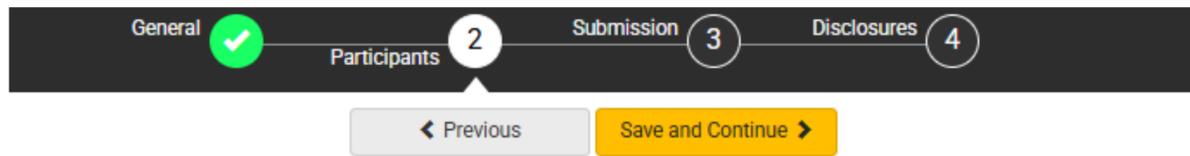
[Add Participants >](#)

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

SUBMISSION SITE USER GUIDE

MEMBER SOCIETY SYMPOSIA - CHAIR

Participants marked with * are required.



Participants

		Abstract Admin	Submission Status	Disclosure Status
Chair *	<input type="text" value="Kayla Hill"/> <input type="button" value="remove"/> khill@parthenonmgmt.com	<input checked="" type="checkbox"/>	<input type="file" value="Not Started"/>	<input type="file" value="Not Started"/>
Co-chair *	<input type="text" value="Search for participant"/> <input type="button" value="Q"/> <i>Cannot find the participant? Add a new participant.</i>	<input type="checkbox"/>	<input type="file" value="Not Started"/>	<input type="file" value="Not Started"/>
Speaker *	<input type="text" value="Search for participant"/> <input type="button" value="Q"/> <i>Cannot find the participant? Add a new participant.</i>	<input type="checkbox"/>	<input type="file" value="Not Started"/>	<input type="file" value="Not Started"/>
Speaker *	<input type="text" value="Search for participant"/> <input type="button" value="Q"/> <i>Cannot find the participant? Add a new participant.</i>	<input type="checkbox"/>	<input type="file" value="Not Started"/>	<input type="file" value="Not Started"/>
Speaker *	<input type="text" value="Search for participant"/> <input type="button" value="Q"/> <i>Cannot find the participant? Add a new participant.</i>	<input type="checkbox"/>	<input type="file" value="Not Started"/>	<input type="file" value="Not Started"/>
Speaker *	<input type="text" value="Search for participant"/> <input type="button" value="Q"/> <i>Cannot find the participant? Add a new participant.</i>	<input type="checkbox"/>	<input type="file" value="Not Started"/>	<input type="file" value="Not Started"/>

Notify me when each participant completes their submission.

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

No results found

Cannot find the participant? Add a new participant.

Enter first name

Enter last name

Enter e-mail address

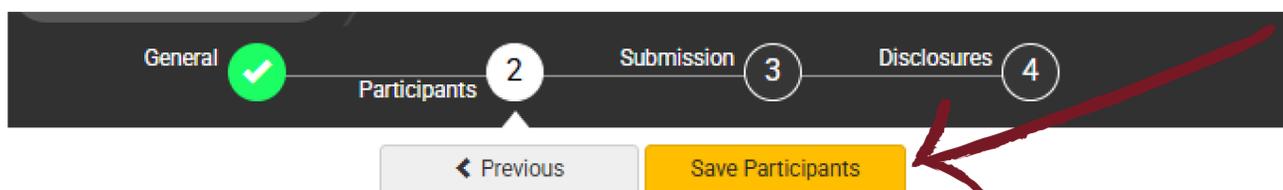
Want to continue searching? Search for participant.

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

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

Speaker *
johndoe@parthenonmgmt.com

Select Save Participants to move to the proposal submission.



Participants

SUBMISSION SITE USER GUIDE

MEMBER SOCIETY SYMPOSIA - CHAIR

1 **Name of Member Society ***

2 **Overall Abstract ***

The abstract should be a concise narrative description of the academic activity and specify what each speaker will contribute. Only one abstract is needed to describe the symposium.

250 of 250 words remaining

3 **Educational Objective # 1 ***

At the completion of this presentation, participants will be able to:

4 **Educational Objective # 2 ***

At the completion of this presentation, participants will be able to:

5 **Educational Objective # 3 ***

At the completion of this presentation, participants will be able to:

6 **References ***

Please list 2 references relevant to the presentation (APA style):

7 **Speaker Agreement ***

Language: English is the official language of the conference.

Power Point Presentations: Presenters are encouraged to organize their talks accompanied by power point slides. Slides are helpful for symposia and paper presentations. Bring your slides in portable memory sticks and email yourself back-up copies.

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Punctuality: Presenters and chairs are expected to be punctual and adhere to the published timetable/schedule. Chairs will help presenters adhere to the allotted time.

Registration: All presenters are expected to register for the conference and pay registration fees according to the sliding scale published in the conference website. Please note that on-site registration will not be allowed, and all presenters must pre-register by the specified deadline.

I have read the above, understand and agree.

Please complete the program proposal details for the submission.

Questions marked with * are required.

When all details have been entered, select Save and Continue to move to Disclosures.

General



Participants



Submission



Disclosures

4

← Previous

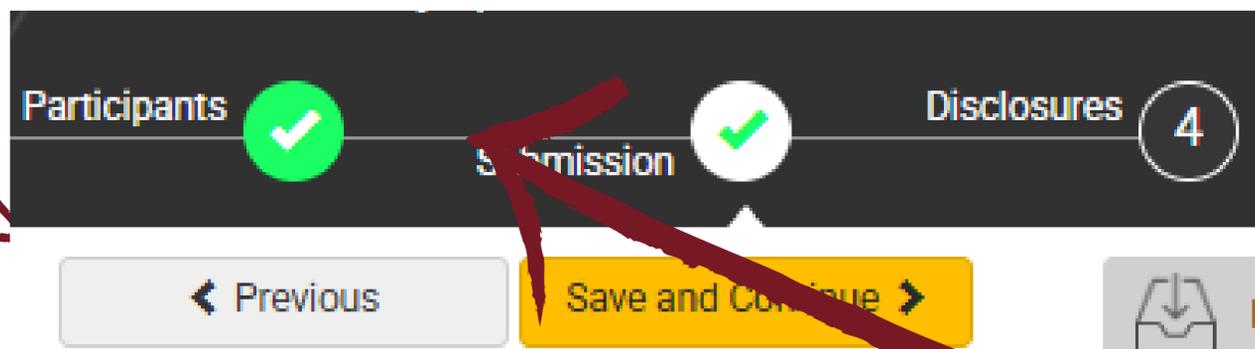
Save and Continue →



F

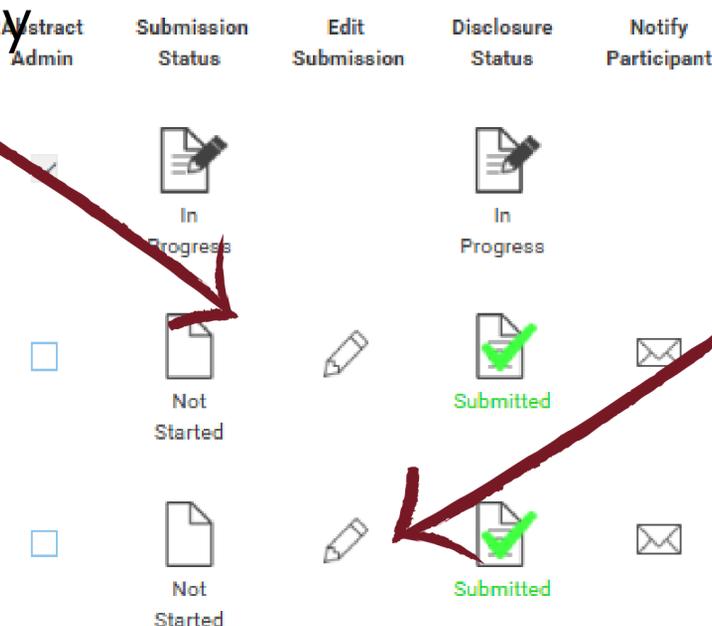
SUBMISSION SITE USER GUIDE

MEMBER SOCIETY SYMPOSIA- CHAIR

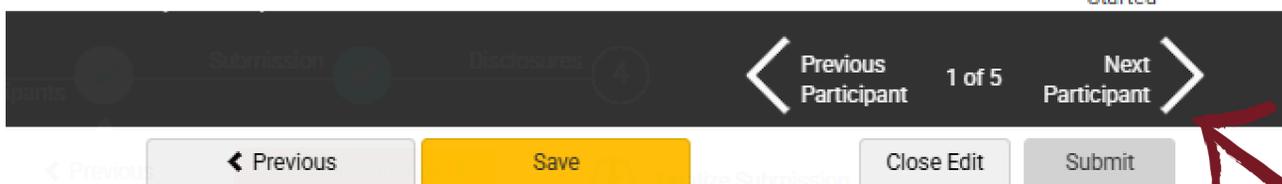


As Chair, you can edit each individual participant submission. Click back into the "Participants" Screen.

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.



Click the pencil icon to edit individual submissions.



Enter the submission information, then click "Next Participant".

1 Enter Title *

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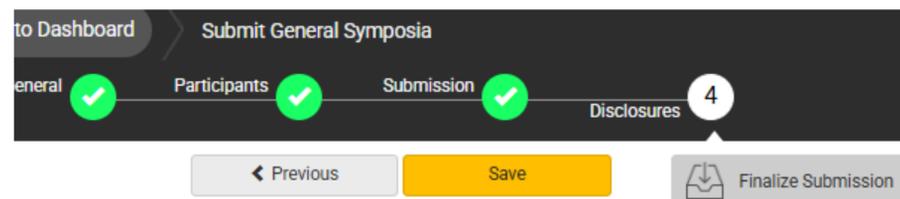
I have read the above, understand and agree.

SUBMISSION SITE USER GUIDE

MEMBER SOCIETY SYMPOSIA - ALL

All presenters, discussants and chairs **MUST** complete the following fields to submit their financial disclosure.

Please note that each presenter will need to login and complete this step even if you enter their abstract information for the submission.



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, 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. ACCME considered relationships of the person involved in the CME activity to include financial relationships of a spouse or partner.

Contracted research includes research funding where the institution gets the grant and manages the fund and the person is the principal or named investigator on the grant.

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Definition of an Ineligible Company:

An *ineligible company* is any entity whose primary business is producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients. Providers of clinical service directly to patients are not ineligible companies – unless the provider of clinical service is owned, or controlled, by an ineligible company.

Examples of such organizations include:

- Advertising, marketing, or communication firms whose clients are ineligible companies
- Bio-medical startups that have begun a governmental regulatory approval process
- Compounding pharmacies that manufacture proprietary compounds
- Device manufacturers or distributors
- Diagnostic labs that sell proprietary products
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- Liability insurance providers
- Health insurance providers
- Group medical practices
- For-profit hospitals
- For-profit rehabilitation centers
- For-profit nursing homes
- Blood banks
- Diagnostic laboratories

1

Disclosure *

After having read the above definitions, in the **past 24 months**, have you or your spouse/partner had a financial relationship with any ineligible company?

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

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, 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 the row.

3

Statement 1 *

I will not accept payments or reimbursements from an ineligible company (any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients) for my role in the planning and delivery of this CME activity. If I am approached by an ineligible company in this regard, I will immediately notify WFP.

- I Agree.

4

Statement 2 *

Continuing medical education consists of educational activities which serve to maintain, develop, or increase the knowledge, skills, and professional performance and relationships that a physician uses to provide services for patients, the public, or the profession. The content of CME is that body of knowledge and skills generally recognized and accepted by the profession as within the basic medical sciences, the discipline of clinical medicine, and the provision of health care to the public. If I am a presenter, my presentation will meet these standards, and if I'm a planner, I will not approve any content that does not meet these standards. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet these standards.



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

SUBMISSION SITE USER GUIDE

MEMBER SOCIETY SYMPOSIA - ALL

5

Statement 3 •

Presentations that promote recommendations, treatment, or manners of practicing medicine that are not within the definition of CME or known to have risks or dangers that outweigh the benefits or known to be ineffective in the treatment of patients, are prohibited. Presentations devoted to advocacy of unscientific modalities of diagnosis or therapy are prohibited. If I am a presenter, my presentation will meet these standards, and if I'm a planner, I will not approve any content that does not meet these standards. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet these standards.

I Agree.

6

Statement 4 •

All recommendations involving clinical medicine in a CME activity must be based on evidence that is accepted within the profession of medicine as adequate justification for their indications and contraindications in the care of patients. All scientific research referred to, reported or used in CME in support or justification of a patient care recommendation must conform to the generally accepted standards of experimental design, data collection and analysis. If I am a presenter, my presentation will meet these standards, and if I'm a planner, I will not approve any content that does not meet these standards. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet these standards.

I Agree.

7

Statement 5 •

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I Agree.

11

Employee Disclosure •

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

Yes
 No

12

Disclosure Resolution •

	Yes	No
Is your company/employer producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients?	<input type="radio"/>	<input type="radio"/>
Is your company/employer a provider of clinical services directly to patients?	<input type="radio"/>	<input type="radio"/>
Is the content of the activity as a whole related in any way to products or business lines of your company/employer?	<input type="radio"/>	<input type="radio"/>

13

Resume/CV •

Please submit a current CV (doc/pdf)

ⓘ
max file size: 8 MB

14

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.

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Participants Submission Disclosures 4

SUBMISSION SITE USER GUIDE

MEMBER SOCIETY SYMPOSIA - CO-CHAIR, SPEAKERS

1

Individual Presentation Title *

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

2

Speaker Agreement *

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Please complete the details for the individual submission.

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General



Participants



Submission



Disclosures

4

← Previous

Save and Continue →



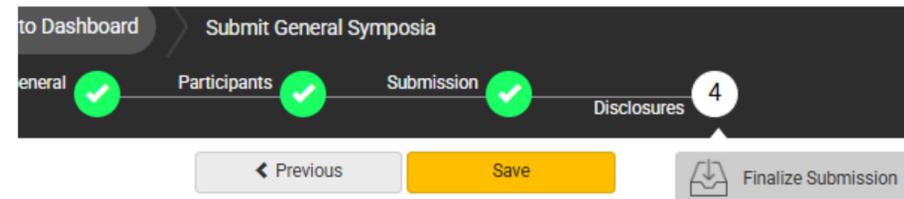
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SUBMISSION SITE USER GUIDE

MEMBER SOCIETY SYMPOSIA - ALL

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- Health insurance providers
- Group medical practices
- For-profit hospitals
- For-profit rehabilitation centers
- For-profit nursing homes
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- Diagnostic laboratories

1

Disclosure *

After having read the above definitions, in the **past 24 months**, have you or your spouse/partner had a financial relationship with any ineligible company?

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

2

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	(blank)

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SUBMISSION SITE USER GUIDE

MEMBER SOCIETY SYMPOSIA - ALL

5

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Signature •

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Participants Submission Disclosures 4

SUBMISSION SITE USER GUIDE

ORAL PAPER

Questions marked with * are required.

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

200 of 200 characters remaining

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

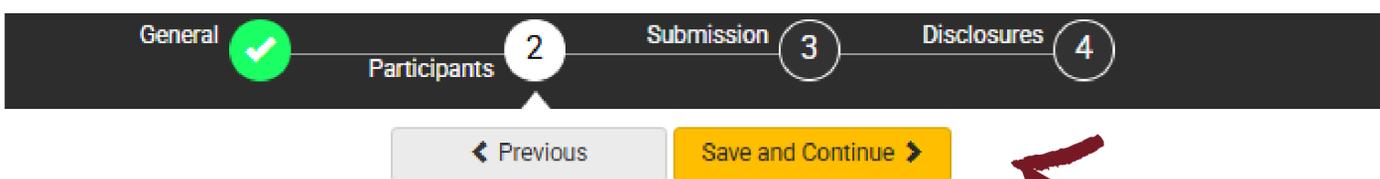
3 Second Topic *
Select a second topic from the list that is applicable.

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 primary and secondary topics that best describe your submission.



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



Participants

Note: The name listed below must be the presenter. Co-authors will be added during the next section.

	Abstract Admin	Submission Status	Disclosure Status
Presenter*	<input checked="" type="checkbox"/>		
	Kayla Hill khill@parthenonmgmt.com remove		

Submitter will be automatically listed as the Presenter. Select "Save and Continue" to move to the Submission.

SUBMISSION SITE USER GUIDE

ORAL PAPER

1

Overall Abstract *

Please enter your overall abstract. The abstract should be a concise narrative description of the academic activity and specify what each speaker will contribute.

250 of 250 words remaining

2

Educational Objective # 1 *

At the completion of this presentation, participants will be able to:

3

Educational Objective # 2 *

At the completion of this presentation, participants will be able to:

4

Educational Objective # 3 *

At the completion of this presentation, participants will be able to:

5

References *

Please list 2 references relevant to the presentation (APA style)

6

Speaker Agreement *

Language: English is the official language of the conference.

Power Point Presentations: Presenters are encouraged to organize their talks accompanied by power point slides. Slides are helpful for symposia and paper presentations. Bring your slides in portable memory sticks and email yourself back-up copies.

Presentation Ethics/Informed Consent: Informed Consent must be obtained for all clinical case presentations. You must mention that the patient(s) in the case report(s)/ presentation(s) gave informed consent. Additionally, you may disguise case material to protect confidentiality, but not as a substitution for informed consent.

Punctuality: Presenters and chairs are expected to be punctual and adhere to the published timetable/schedule. Chairs will help presenters adhere to the allotted time.

Registration: All presenters are expected to register for the conference and pay registration fees according to the sliding scale published in the conference website. Please note that on-site registration will not be allowed, and all presenters must pre-register by the specified deadline.

I have read the above, understand and agree.

Please complete the program proposal details for the submission.

Questions marked with * are required.

When all details have been entered, select Save and Continue to move to Disclosures.

General



Participants



Submission



Disclosures

4

← Previous

Save and Continue →



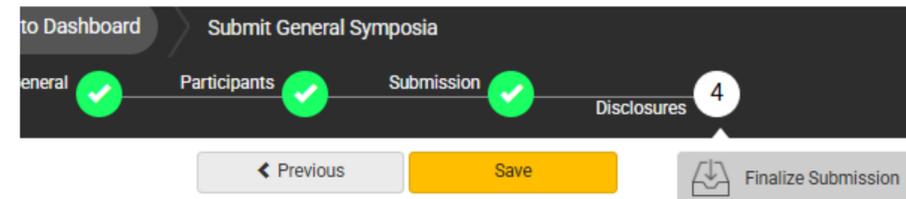
F

SUBMISSION SITE USER GUIDE

ORAL PAPER

All presenters, discussants and chairs **MUST** complete the following fields to submit their financial disclosure.

Please note that each presenter will need to login and complete this step even if you enter their abstract information for the submission.



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, 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. ACCME considered relationships of the person involved in the CME activity to include financial relationships of a spouse or partner.

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There is no minimum dollar amount for relationships.

Definition of an Ineligible Company:

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Examples of such organizations include:

- Advertising, marketing, or communication firms whose clients are ineligible companies
- Bio-medical startups that have begun a governmental regulatory approval process
- Compounding pharmacies that manufacture proprietary compounds
- Device manufacturers or distributors
- Diagnostic labs that sell proprietary products
- Growers, distributors, manufacturers or sellers of medical foods and dietary supplements
- Manufacturers of health-related wearable products
- Pharmaceutical companies or distributors
- Pharmacy benefit managers
- Reagent manufacturers or sellers

The following are not ineligible companies:

- 501-C Non-profit organizations that do not advocate for ineligible companies
- Government organizations
- Non-health care related companies
- Liability insurance providers
- Health insurance providers
- Group medical practices
- For-profit hospitals
- For-profit rehabilitation centers
- For-profit nursing homes
- Blood banks
- Diagnostic laboratories

1

Disclosure *

After having read the above definitions, in the **past 24 months**, have you or your spouse/partner had a financial relationship with any ineligible company?

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

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, Scientific/Medical Advisory Board Member, Corporate Board Member, Consultant, Employee, Honoraria, Patent.

Ineligible Company *	Type of Financial Interest *
	(blank)

* You must populate all fields to complete the row.

3

Statement 1 *

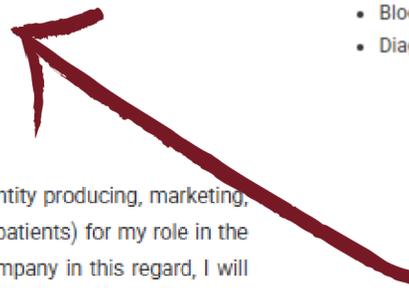
I will not accept payments or reimbursements from an ineligible company (any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients) for my role in the planning and delivery of this CME activity. If I am approached by an ineligible company in this regard, I will immediately notify WFP.

- I Agree.

4

Statement 2 *

Continuing medical education consists of educational activities which serve to maintain, develop, or increase the knowledge, skills, and professional performance and relationships that a physician uses to provide services for patients, the public, or the profession. The content of CME is that body of knowledge and skills generally recognized and accepted by the profession as within the basic medical sciences, the discipline of clinical medicine, and the provision of health care to the public. If I am a presenter, my presentation will meet these standards, and if I'm a planner, I will not approve any content that does not meet these standards. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet these standards.



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

SUBMISSION SITE USER GUIDE

ORAL PAPER

5

Statement 3 *

Presentations that promote recommendations, treatment, or manners of practicing medicine that are not within the definition of CME or known to have risks or dangers that outweigh the benefits or known to be ineffective in the treatment of patients, are prohibited. Presentations devoted to advocacy of unscientific modalities of diagnosis or therapy are prohibited. If I am a presenter, my presentation will meet these standards, and if I'm a planner, I will not approve any content that does not meet these standards. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet these standards.

I Agree.

6

Statement 4 *

All recommendations involving clinical medicine in a CME activity must be based on evidence that is accepted within the profession of medicine as adequate justification for their indications and contraindications in the care of patients. All scientific research referred to, reported or used in CME in support or justification of a patient care recommendation must conform to the generally accepted standards of experimental design, data collection and analysis. If I am a presenter, my presentation will meet these standards, and if I'm a planner, I will not approve any content that does not meet these standards. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet these standards.

I Agree.

7

Statement 5 *

Presentations must give a balanced view of therapeutic options. Use of generic names will contribute to this impartiality. If the CME educational material or content includes trade names, where available trade names from several companies should be used, not just trade names from a single company. If I am a presenter, my presentation will meet this standard, and if I'm a planner, I will not approve any content that does not meet this standard. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet this standard.

I Agree.

11

Employee Disclosure *

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

Yes
 No

12

Disclosure Resolution *

	Yes	No
Is your company/employer producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients?	<input type="radio"/>	<input type="radio"/>
Is your company/employer a provider of clinical services directly to patients?	<input type="radio"/>	<input type="radio"/>
Is the content of the activity as a whole related in any way to products or business lines of your company/employer?	<input type="radio"/>	<input type="radio"/>

13

Resume/CV *

Please submit a current CV (doc/pdf)

ⓘ

max file size: 8 MB

14

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.

8

Statement 6 *

Educational materials that are a part of this activity, such as slides, abstracts, and handouts, cannot contain any advertising, trade names, product-group messages, or ineligible company logos. If I am a presenter, my presentation will meet this standard, and if I'm a planner, I will not approve any content that does not meet this standard. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet this standard.

I Agree.

9

Statement 7 *

The content or format of a CME activity or its related materials must promote improvements or quality in healthcare and not a specific proprietary business interest of an ineligible company. If I am a presenter, my presentation will meet this standard, and if I'm a planner, I will not approve any content that does not meet this standard. If I am a session chair and/or an abstract discussant, any contribution I make to the discussion, will meet this standard.

I Agree.

10

Statement 8 *

The content of the CME activity must not be influenced by any ineligible company. If I am a presenter, my presentation will meet this standard, and if I'm a planner, I will not approve any content that does not meet this standard.

I Agree.

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

Upload your Resume/CV and complete the attestation.

When all details have been added, select "Submit abstract" at the top of the page.



Submission Submitted Successfully!



You have successfully submitted your Oral Paper submission. You will soon receive a confirmation e-mail.

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

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

Submission

Disclosures

SUBMISSION SITE USER GUIDE

POSTER

Questions marked with * are required.

Submission Type

Poster Presentation

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.

- 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 Second Topic ***
Select a second topic from the list that is applicable.
- 4 Poster Presentation Track ***
Please select which track for your poster:
 Clinical Track
 Research Track

Select the primary and secondary topics that best describe your submission.



Add Participants >

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



< Previous Save and Continue >

Participants

Note: The name listed below must be the presenter. Co-authors will be added during the next section.

	Abstract Admin	Submission Status	Disclosure Status
Presenter*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Kayla Hill khill@parthenonmgmt.com remove	Not Started	Not Started

Submitter will be automatically listed as the Presenter. Select "Save and Continue" to move to the Submission.

SUBMISSION SITE USER GUIDE

POSTER

1

Poster Abstract *

The abstract should be a concise description of results, findings and conclusions of a psychotherapy research study, or an illustrative clinical case or case series. Maximum 250 words.

250 of 250 words remaining

2

Co-Authors

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

Search for co-author

Order	Presenter	First Name *	Last Name *	Affiliation *
1	↓	Kayla	Hill	
2	↑	John	Doe	

* You must populate all fields to complete the row.

Kayla Hill¹, John Doe¹

1

3

Young Investigator Award Eligibility *

Ten Young Investigator Awards will be presented by the President at the Closing Ceremony of the World Congress.

Each of the ten winners will be awarded waived registration fee and a stipend of \$1,000 USD. The stipend is meant to cover travel expenses and will be given retroactively within one month after the conclusion of the congress. These awards are reserved for early-career clinicians (within 7 years of completion of training-Masters, Ph.D., or residency training). The awardee must be the first author of the poster and be physically present at the congress. Those to be considered will have to apply for the awards when submitting the abstract and adhere to the submission deadline. The jury will be made up of at least three members of the scientific committee.

Are you within 7 years of completion of training - Masters, Ph.D., or residency training - and want to be considered for a Young Investigator Award?

- Yes, I am eligible and would like to be considered for a Young Investigator Award.
- No, I am not eligible and/or would not like to be considered for a Young Investigator Award.

4

Informed Consent *

Informed Consent must be obtained for all clinical case presentations (signed consent from patients). **A note should be included in the poster stating that the patient(s) in the case report(s) gave informed consent for presentation.** Additionally, you may disguise case material to protect confidentiality, but not as a substitution of informed consent.

I have read the above, understand and agree.

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.

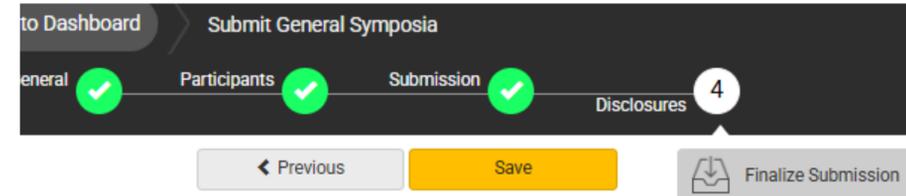
The yellow box displays a preview of the abstract book author listing. Review and edit entries if needed.

SUBMISSION SITE USER GUIDE

POSTER

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- Health insurance providers
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1

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<input type="text"/>	(blank) ▾

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3

Statement 1 *

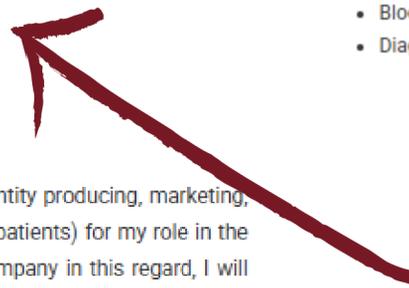
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SUBMISSION SITE USER GUIDE

POSTER

5

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Yes

No

12

Disclosure Resolution *

	Yes	No
Is your company/employer producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients?	<input type="radio"/>	<input type="radio"/>
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13

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Please submit a current CV (doc/pdf)

ⓘ

max file size: 8 MB

14

Signature *

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Submission Submitted Successfully!



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Submission

Disclosures