Child Health Research Centers

MEETING ANNOUNCEMENT

September 22-24, 2016
Bethesda, Maryland

Abstract Deadline: June 29, 2016
Registration Deadline: August 5, 2016

Hosted by:

Children's National™

The Children's Hospital
of Philadelphia®

CHRC Annual Retreat Preliminary Program
September 22-24, 2016

Hyatt Regency Bethesda
One Bethesda Metro Center
Bethesda, MD

Thursday, September 22, 2016

4:00 PM – 6:00 PM	**Registration** – *Terrace Atrium*
4:00 PM – 5:00 PM	**Poster Set up** – *Foyer of Cabinet Judiciary Room*
5:00 PM – 6:00 PM	**Brief slide presentations from poster presenters** – *Cabinet Judiciary Room*
6:00 PM – 7:30 PM	**Opening Networking Reception and Poster Viewing with Authors** *Terrace Atrium*

Friday, September 23, 2016

7:15 AM – 8:15 AM	**Registration-** *Foyer of Cabinet Judiciary Room* **Breakfast** – *Terrace Atrium*
8:15 AM – 8:20 AM	**Welcome by Karen Winer, MD, NICHD** – *Cabinet Judiciary Room*
8:20 AM – 8:30 AM	**Opening Remarks by Kay Lund, PhD** "The NIH vision for training physician scientists" Director, Division of Biomedical Research Workforce Office of Extramural Research, NIH
8:30 AM – 10:10 AM	**Oral Presentations Session #1** – *Cabinet Judiciary Room*
10:10 AM – 10:30 AM	**Break** – *Foyer*
10:30 AM – 12:10 PM	**Oral Presentations Session #2** – *Cabinet Judiciary Room*
12:20 PM– 1:30 PM	**Concurrent Lunches**

- **Program Directors and Training Directors Meeting**
  Karen Winer, MD and NICHD staff – Cabinet Judiciary

- **Scholars Lunch and Career Development Session**
  Robert Freishtat, MD, MPH, Training Director and former CHRC Scholar, Children's National and Ed Behrens, MD, Chief Division of Rheumatology, Children's Hospital of Philadelphia
  Terrace Atrium

1:30 PM – 2:30 PM	**Poster Viewing with Authors** – *Foyer*
2:30 PM – 4:10 PM	**Oral Presentations Session #3** – *Cabinet Judiciary Room*
4:10 PM –4:30 PM	**Break** – *Foyer*
4:30 PM – 6:10 PM	**Oral Presentations Session #4** – *Cabinet Judiciary Room*
6:30 PM – 7:30 PM	**Reception/Posters Available for Informal Viewing** – *Foyer*
7:30 PM	**Dinner with Keynote speaker** – *Regency Ballroom 1&2* *James M. Wilson, MD, PhD* *Perelman School of Medicine* "Gene Therapy: A case study for translational research"

Saturday, September 24, 2016

7:30 AM – 9:00 AM	**Breakfast and Departure**

IMPORTANT INFORMATION

This brochure is for the National Institute of Child Health and Human Development Child Health Research Centers Annual Retreat.

The 2016 annual meeting will be held **September 22-24, 2016** and hosted by the Department of Pediatrics at Children's National and the Children's Hospital of Philadelphia. We anticipate a meeting that includes fascinating research and career development advice that will be helpful to those beginning independent careers as physician scientists. The Scholars Career Development Session will be presented by *Robert Freishtat, MD, MPH*, Training Director at the Children's National site and a CHRCDA graduate and *Ed Behrens, MD*, Chief Division of Rheumatology, Children's Hospital of Philadelphia.

We will also have a keynote presentation on Friday evening by *James M. Wilson, MD, PhD*, Perelman School of Medicine and his talk is entitled "*Gene Therapy: A case study for translational research*".

Each Center will be accorded **one oral** and **one poster** presentation. Centers are encouraged to send as many Scholars as they wish to this meeting. We would also like to extend a special invitation to Mentors of your Scholars who are welcome to attend and take part in all sessions.

The registration fee for this meeting is $1,200 and includes two nights lodging (single occupancy) and meals. For those that may need an extra night the room rate is: $186.45 (single occupancy).

Meeting costs for PIs, PDs, and Scholars to attend the CHRC Retreat can be charged to the CHRC grant *after* the meeting, but Mentors' costs must be paid from other sources at each institution. Once you have registered for the meeting, there are **NO REFUNDS**.

Log on to http://www.medpubinc.com to submit abstracts and/or register for the meeting. The abstract deadline is **June 29, 2016**. You **must** pre-register for the meeting by **August 5, 2016,** as there is no guarantee that rooms will be available after this time.

Please inform those presenting platform and poster presentations that they need to submit *via email* a short biographical sketch (**NOT NIH format**) and an electronic image in .jpg format of themselves (head and shoulder 3x5 high resolution) to include in the program booklet. Please email both of these items under separate cover to admin@medpubinc.com by **June 29, 2016**.

We look forward to seeing you in Bethesda, Maryland.

Stephen Teach and Mark Batshaw, Children's National Medical Center
Joseph St. Geme and Garrett Brodeur, Children's Hospital of Philadelphia

HOTEL AND REGISTRATION INFORMATION
Registration deadline is August 5, 2016.

The hotel for the meeting will be the **Hyatt Regency Bethesda**, **One Bethesda Metro Center**, in Bethesda, MD. Located in the heart of downtown, the Bethesda, Maryland hotel is ideal for both business and leisure travelers to the Washington, DC area. They feature comfortable guestrooms and suites with deluxe amenities, wonderful dining experiences and exceptional services. They are within walking distance of the Metro and minutes from Maryland's best shopping, dining and cultural attractions. The Metro is a convenient mode of transportation situated directly below the hotel.

http://bethesda.hyatt.com/en/hotel/our-hotel.html

The room block is being held until **August 5, 2016**, after which time there will be no guarantee of availability.

Include the following information when filling out the on-line Meeting Registration form:
- arrival and departure dates
- food choices

All rooms are non-smoking. Additional nights can be arranged based upon availability. The room rate for an extra night is $186.50 (single occupancy).

We will make the reservations for you from the information filled out on the Meeting Registration Form on-line and send a hotel confirmation. Meeting costs to attend the CHRC Retreat can be charged to the investigators CHRC grant *after* the meeting for reimbursement. Once you have registered for the meeting, there are **NO REFUNDS**.

Credit Card (MasterCard, Visa or American Express) will be accepted. Please note that by submitting the registration form on-line with your credit card, you authorize MedPub, Inc. to charge your credit card for the amount as indicated above. Your credit card statement will show the charge from MedPub, Inc. Please print a copy of the receipt when you register.

TRANSPORTATION
DC Metro: Located right beneath Hyatt Regency Bethesda, the Metro Station is where you'll find the Red Line train to Washington, DC. Planning your trip via Metro is easy. Simply visit the Metro website for schedules and fares.
Awards Limousine Service: Based in Bethesda, Maryland, Awards Limousine Service is available 24/7 for both business and leisure transportation needs. Reservations can be made online or by calling 301-656-9644.
Airport Taxis: Travelers coming to our Washington, DC area hotel by taxi from Reagan National Airport will spend between $45 and $55. It's approximately $10 more from Dulles International Airport and $20 additional for passengers landing at Baltimore Washington International Airport. Prices are subject to change and can vary depending on traffic.
Airport Shuttles: Super Shuttle is a reliable, reasonably-priced mode of transportation from the airport to our Bethesda, Maryland hotel. Book your reservation online or call 1-800-Blue-Van. Another way to go is the Airport Shuttle. Make your reservation online or call 1-800-776-0323**.**
Bethesda Shuttle LLC, a.k.a. "The Dolphin" is a small, locally-owned business that provides safe, comfortable, shared-ride service between downtown Bethesda MD hotels, and the three Washington/Baltimore area major airports for $29-$39 one-way per person. Contact Steve at 202-590-7516 or http://www.bethesdashuttle.com to make reservations and for more information.

INFORMATION THAT MAY BE OF INTEREST:
Things to Do in Bethesda and Montgomery County, Maryland
Hyatt Regency Bethesda offers guests ample opportunity for recreation and relaxation. The hotel provides easy access to golf courses, parks, and professional sporting events by such teams as the Washington Redskins (football), Washington Capitals (hockey), and Washington Nationals (baseball). Enjoy fresh air and the outdoors in the beautiful parks or cycle along the Capital Crescent Trail. With easy-to-access to the Metro, you'll be minutes from exciting area attractions and two performing arts theatres.

Dress: Business Casual (Jeans, polos, sneakers, etc. and bring a sweater since meeting rooms are generally chilly.)

ABSTRACT PREPARATION
Instructions for Formatting: (Use PAS Guidelines)
1. Format a blank MSWord document or your abstract as follows: Margins are: .top 25, bottom .29, right and left .25, page size 6.5 wide x 5.28 high in portrait mode (~340 words) font is 10 point Times or Times New Roman. Simple graphs and tables may be included if they fit within the space of the formatted MSWord document.
2. Title and Authors. The title should be brief, clearly indicating the nature of the study. **CAPITALIZE ENTIRE TITLE**. State all author's initials and last names followed by their institutional affiliations, city, and state. **<u>BOLD the presenting author only</u>**. Do not include degrees, institutional appointments, street address or zip codes.
3. Body: The abstract is to be written using the hypothesis method. Organize the body of the abstract to include the headings of background, objectives, design/method, results and conclusions reached. These headings should be in bold. Do not skip a line between the title and body of the abstract.
4. Abbreviations: place nonstandard abbreviations in parentheses after the full word the first time it appears. Do not use abbreviations in the abstract title.

> **SAMPLE:**
> **RADIATION-INDUCED OSTEOSARCOMA FOLLOWING OSTEOSARCOMA AND LIFRAUMENI SYNDROME**. <u>C Shih</u>, K Bringelsen, The Children's Hospital, The Cleveland Clinic, Cleveland, OH.
>
> **Background:** Osteosarcoma is the most serious late complication following ionizing radiation to bone in children. The majority of secondary osteosarcomas occur following radiation of other solid tumors: Ewing's sarcoma
> **Objectives:**
> **Design/Methods:**
> **Results**:
> **Conclusions:**

STEP-BY-STEP INSTRUCTIONS FOR ELECTRONIC SUBMISSION:
Abstracts must conform exactly to the following instructions. **Those that do not may be rejected.**

Establish a connection to the Intranet. Proceed to http://www.medpubinc.com.

1. Click the link at the top of the page **Submit Abstract.** It will take you to the next page where you choose the appropriate meeting for which you are submitting an abstract. Choose the meeting of choice (**2016 CHRC Annual Retreat**) then either "Create a New Account" or log in as an Existing User. If you have submitted an abstract in the past or for the meeting last year, you would be an "Existing User" and would have a password and user name already in the system.
2. At the following screen, click on **<u>Submit Abstract</u>** and fill out the forms and progress through the pages until you get to the one where you can Browse and Upload your abstract. Once you do this, go to the next screen until you have a page that has your confirmation that it was uploaded successfully. Print this off for your records.
3. If you are the **presenting author** include your full name and email address on the submission form.
4. If you change the title of your abstract from the time you fill out the submission form on-line to the time you upload your abstract, please go back on-line and change it so that they both match. The information on the submission form on-line is what will be printed in the program. You will need to do this by the abstract deadline.

If you encounter problems submitting your abstract electronically, email admin@medpubinc.com or call 734/699-1217 for assistance.