



# **ESC Congress 2021 – The Digital Experience**

## **Clinical Case Submission Guidelines**

This document will take you through the process for submitting a Clinical Case and guide you on the online platform.

**The deadline to submit your clinical case is Thursday 8 April 2021, 12:00 NOON CET.**

Case review will take place in April, Selection will be made in May and Results will be notified to the Submitter/Presenter early June 2021.

### **Step 1 – Submission of a Clinical Case**

Click on **Submit** on the Call for Clinical Cases page.

You will be redirected to the dedicated online clinical case submission platform.

In order to start your case submission, you first will have to go through the Submission Terms and Conditions/Submission Guidelines pages and confirm you accept them -

**Submission Terms and Conditions - *Mandatory tick box***

I hereby certify having read and accept the terms and conditions of the Clinical Case Submission Service

**Submission Guidelines – *Mandatory tick box***

I hereby certify having read and accept the submission guidelines of the Clinical Case Submission Service

### **Case Submission Form**

#### **- Case Information -**

**Clinical Case Title** - You are asked to **enter a title** (please be sure the title of the case describes the case precisely) – *220 characters maximum*

**Clinical Case description** - You also have a field to enter a **brief description of your case** – *900 characters maximum*

**Main Topic** - Select ONE topic from the Drop-Down menu – please select the topic which best fits your case. *See Topics for Clinical Case Submission for more information.*

**Related Topic(s)** –You may select up to 3 related topics to better index your case in publications

**ESC Guideline** - Select the ESC Clinical Practice Guideline which applies to your case

#### **Authors List -**

**SUBMITTER (The submitter must be the 1<sup>st</sup> author and the presenter)** - As submitter you are by default the presenter of the case. You need to list the contributors of the case as co-authors – you must ensure you have the authorisation from them to list them on your case – **You can enter up to 3 co-authors** – Only the Submitter/Presenter information is mandatory; authors are only to be listed for acknowledgement of their contribution.

**Mandatory** – *Complete Submitter/Presenter Information– some information will be automatically taken from your sign in – if the information is incorrect, you will need to update your My ESC Account Profile*

**Last Name - First Name - Date of Birth – Email – City – Country – Institution**

Should you wish to insert co-authors, click on the related button -

**Add a co-author? If Yes, you will have to enter the following information for each co-author:**

**Last Name - First Name – Email - Country**

**Learning Outcomes** - Please state in the designated area the learning objectives related to the case - What are the main teaching points/take home messages – *900 characters maximum*

- **Case Content –**

**5 mandatory pages to complete – 3 mandatory questions to include (see details below)**

**Kindly note that structured descriptions and written sentences are required on each page. No bullet points. The submission format must be suitable for publication.**

Depending on the nature of the case, it is obvious that some pages may not contain the same amount of information. Nevertheless, all pages are mandatory.

**1 - Patient presentation – 2000 characters maximum**

Reason for admission/consultation, past medical history, physical exam, medication at the time of admission

**2 - Initial work up - 2000 characters maximum**

(e.g., ECG/laboratory analyses/X-ray/echo)

**3 - Diagnosis and Management - 2000 characters maximum**

(Further investigations and/or treatment)

Differential diagnosis/how did the authors decide the management plan/if appropriate, refer to ESC guidelines and indications

**4 - Follow-up - 2000 characters maximum**

Clinical outcome/any complications

**5 - Conclusion(s) - 2000 characters maximum**

Take home messages/Learning points

**Important – As submitter, you are responsible for removing any elements that could be used to identify patients. See Patient consent paragraph in the submission Terms and Conditions.**

**Questions –**

**A minimum of 3 questions is required in the submission.**

**The question insertion is mandatory on Page 1,2 AND 3 – You also have the option to include a question on the other pages, if you wish.**

**1 question – Multiple choice answers – ONLY 1 correct answer** – Before starting to write a question, identify the area of knowledge that you wish to test. The question should be direct, unambiguous and should address a single issue. Negatively worded questions can confuse candidates, do not reflect clinical reality, and should be avoided....

The answer options should be plausible and realistic and capable of being anticipated from the clinical case scenario in the Stem.

**Discussion/Feedback is mandatory on each question –**

**Provide feedback to accompany the correct answer when displayed.**

Write a brief - one or at the most three sentences – explanation of the correct\* and incorrect\*\* answers, referred back, where applicable to the educational resource(s) (Guidelines extract etc. ...).

*\*mandatory \*\* optional*

*Question text is 300 characters maximum*

*Question Discussion/Feedback is 1500 characters maximum*

**Possible option on each page – Images/Clips** – You may add up to four Images/Clips per page. Clips must include no more than 1 or 2 heart beats to create a loop. Formats accepted: GIF, JPG, Animated GIF (minimum resolution of 120 dpi), PNG, MOV, MPG, AVI, FLV)

**References** – You may use this field to insert all references required - 1500 characters maximum

Your clinical case submission is complete once all mandatory fields are filled in.

**Proofread case(s) carefully to avoid errors before submission, check spelling and grammar. The case will be reviewed and published (if accepted) as it has been submitted – NO EXCEPTIONS.**

**Do not forget to click on the Submit button to validate your clinical case submission.** After having submitted your clinical case, you will receive an immediate automatic confirmation by email (please make sure to state your correct email address!) notifying you the case number. Please use this reference in all correspondence. If you do not receive this confirmation, please contact the [Clinical Case Team](mailto:clinicalcases@escardio.org) at [clinicalcases@escardio.org](mailto:clinicalcases@escardio.org)

If you wish to save it and return later to review and complete your submission = Click on Save  
Your Clinical Case will then appear on your dashboard with the status: **DRAFT**  
If you are OK with the information entered = click on Submit  
Your Clinical Case will then appear on your dashboard with the status: **SUBMITTED**

Please note that once submitted you can no longer make changes to your Case submission.

If you have difficulties in submitting your clinical case(s) or if you need any further information, please contact the [Clinical Case Team](mailto:clinicalcases@escardio.org) at [clinicalcases@escardio.org](mailto:clinicalcases@escardio.org)