

**Caribbean Nurses Organization : 27<sup>th</sup> Biennial Conference  
October 24 - 29, 2010**



**CALL FOR ABSTRACTS AND PAPERS**

**HOLIDAY INN  
SUNSPREE RESORT  
ARUBA**

**“ The Challenging C’s for Nurses in Health Care”**

The major **C**hallenge for this **C**onference is to define to what extent Health **C**are in the Caribbean becomes **C**ritical as a **C**onsequence of the Global Economic **C**risis

**Introduction**

In the global economic crisis we face nowadays this theme will provide many topics concerning health care in all its aspects, and many sub-topics will hopefully arise from this theme. *This theme addresses issues about the environment of nurses, the Physical (ward, units, clinics, infrastructure); as well as the social/psychosocial side (staff morale and socio-economic welfare). Professional issues on leadership, management and clinical practice can also brought forward and topics on political issues such as regulations, ethics etc., will also be identified.*

*The Education committee acknowledges that the topics, Mental Health and Domestic Violence, which are a growing problems in the region are not addressed due to the acknowledgement on Global Economics Crisis in the theme. Another problem on the rise in the region is Brain tumors, and we do not have a lot of nurses trained for this kind of care, so Neurology from a nurse perspective will also be a welcome topic.*

**General Guidelines for Work/Presentation :**

This Call for submitting **preceding** abstracts invites N.N.A.s to choose across a wide range of topics and subtopics related to the following areas:

- Organization
- Human Resources
- Clinical Practices
- Professional

Please find enclosed a list of topics as agreed by the Board and the Education Committee. You may want to choose for alternative or adopted topics, but need to have **prior approval** or **official acceptance** from the Education Committee; this is to prevent repeating topics. The official language for your work and presentation should be in English.

**Instructions specifically for submission of Abstract:**

- To provide your exact name and title, your exact credentials, objective of your abstract/paperwork, short/brief autobiography as introduction;
- Submit an electronic copy of the abstract consisting of 200 words on one page in single line spacing, and **must NOT contain more than 200 words;**
- Define all abbreviations and concepts in your abstract at first use;
- Abstracts should be prepared electronically using Microsoft Word version 2003;

- You have to submit a photograph in passport format along with your brief Biography;
- **Due Date for submission of abstract: April 15<sup>th</sup> 2010;**
- Send your work to: Chair of the Education Committee: mrs **Josefa Chin Woei Njap** through her e-mail address: [josewoei27@hotmail.com](mailto:josewoei27@hotmail.com);
- Send also a copy of your work to: the Conference Director **Mr. Michael Quandt** through his e-mail address: [mequandt@hotmail.com](mailto:mequandt@hotmail.com)
- **Upon** Acceptance of Abstracts, this will be presented as an **oral presentation** in power point or word 2003 version;

### **Work / Presentation Format:**

- Please follow ***one*** (1) of the two structured formats (A or B), indicating the Seven Parts (**in bold below**) of your Work and Presentation;
- Authors will agree to attend the Conference, and present their work as scheduled. (Costs involved are for the author(s), maybe their N.N.A can support them.)

### **Format A : Data-driven Work (Research)**

- **Title of study: (Do not use abbreviations),**
- **Author(s)** : Initials and Surname. Underline presenting Author's name if there is more than one author;
- **Key words** : List 5 - 7 words that give the essence of the Study;
- **Background** : State the Main Aim or Objective of the Study, present a concise statement of the issues evaluated;
- **Methods** : Briefly describe the Investigational Model used: the design, the procedures, the data analysis, the sampling technique, the sample size and the duration of study;
- **Results** : Summarize the Main Findings;
- **Conclusions** : Supported by Results;
- **Implications for Nursing and Health Care.**

### **Format B: Program descriptions, case studies, Models of practice (Non-research)**

- **Title of Paper** : (Do not use abbreviations);
- **Author(s)** : Initials and Surname, Underline presenting Author's name if there is more than one author;
- **Key words** : List 5 - 7 words that give the gist of the Paper;
- **Introduction** : Present a concise statement of the issues addressed;
- **Description** : Give a description of the project, the case study, the experience or the intervention;
- **Lessons Learned** : Present Project Results, Implementation issues, and/or Case Study Solutions;
- **Recommendations** : Provide further Recommendations, Next Steps or other Closing Comments.

### **Guidelines for Manuscripts :**

- Manuscripts should be typewritten, on one side of 8 1/2 x 11ins or 21.5 x 27.5 cm paper(letter size) with margins 1 in (2.5 cm) line spacing 1.5 points
- Submit one electronic copy to the Chair of Education Committee,
- Maximum number of words 2.500 – 3.000, font type Times New Roman, font size 12
- The cover page should display :
  - The Title;
  - Author's name;
  - Professional and Academic Qualifications;
  - Positions and Place of Work;
  - Address, email, day-time telephone number of the Corresponding Author (Primary Contact);
  - Designation: Mrs., Mr., Miss, Ms, Dr., Professor, or other.
- Precede the text of the manuscript with an abstract (see also instructions for abstract)
- Place figures, legends, illustrations, tables, reference, acknowledgements on separate pages.

### **Research Study :**

The paper of a Research Study should include an Introduction, Literature Review, Methodology and design, Results, Discussions and Conclusions,

- Heading** : major headings-uppercase, major sub-headings-lower case,  
**Abbreviations** : use abbreviations sparingly, and when used, the abbreviated name or expression should be cited in full usage at first usage, followed by the accepted abbreviation in parentheses, Mark quotations by single inverted commas.  
**References** : Cite References according to the American Psychological association (APA) 5<sup>th</sup> edition for book and journal references. The reference list should be prepared on a separate sheet, authors' name in alphabetical order.

### **Guidelines for Posters :**

For this year's Conference we do not expect any poster presentation, but upon special request, and for those who would like to present in poster format we will provide the specific criteria for a poster presentation.

*Please be sure to read the guidelines before completing the attached abstract form to this document.*

### **Moderators for Education Sessions:**

Please be advised that at this time we will also consider proposals by N.N.A.s for moderators and co-moderators for the Education Sessions, provided that costs involved are for themselves and eventually supported by their own N.N.A; and accompanied by their curriculum to demonstrate competence as moderator. Criteria and guidelines for moderators will be provided regarding role and responsibilities as a session moderator for the event. Moderators will need to register for the CNO Conference during the Education Sessions (see also abstract form)

### **Directions for Submission :**

- Submit one copy of the abstract or manuscript by email, mail or fax;  
(Be informed that *Handwritten* abstracts will *not* be accepted);
- All abstracts submitted via email must be as attachments;

- The Education Committee will review all abstracts and papers for the quality; relevance to the theme, and originality of their research, scientific content, and presentation;
- Authors will agree to attend the Conference, and present their work as scheduled. (Costs involved are for the author(s), maybe their N.N.A can support them.)

### **Due dates for all submissions:**

- **Deadline for submission Abstract: April 15<sup>th</sup>, 2010, a notice of Acceptance or Rejection will be sent via e-mail no later than May 15<sup>th</sup>, 2010.**
- **Due Date submission proposal for Moderator by N.N.A.s : April 15<sup>th</sup>, 2010**
- **Deadline for submission of work is July 31<sup>st</sup> 2010; acceptance notification will be sent before August 30<sup>th</sup> 2010, while presentation guidelines will also be sent to the presenter.**
- **Deadline for submission of definitive presentation is September 30<sup>th</sup> 2010 in digital format powerpoint version 2003 or word version 2003**

### **List of Topics derived from the theme as presented by the Board and Education Committee:**

1. What constitute a health care environment?
2. Safe and effective care environment.
3. Health promotion- (Screening, health teaching).
4. Health maintenance - (care activities, skills, practice).
5. Staff morale -(Work and worker satisfaction).
6. Leadership and management processes.
7. Safe hospital/clinic waste management and disposal
8. Facility design - (ergonomics -lighting, seating, movement).
9. Safe work systems- (standards, protocols, policies).
10. Safe nursing practice.
11. Safe staffing - (poor staffing numbers, burnout, stress, mistakes and errors).
12. Health care ethics - ethical/legal issues - (denying care, reducing care, rationing care).
13. Prevention of infection - (medical/ surgical asepsis, standard precautions).
14. Ensuring safety and Accident prevention.
15. Mental Health: a double crisis in the region.
16. Neurology from a nurse's perspective.
17. Topics resulting from **2010 ICN Theme**: - Delivering Quality, Serving Communities:  
Nurses Leading Chronic Care

### **Procedure for selection on the Topic**

When there is more than one (1) abstract on the same topic the Education Committee the following guidelines are implemented:

- **First** submitted abstract will have preference but the abstract **must met all criteria** as mentioned above, to be accepted by the Education Committee.

The Education Committee is looking forward to receive as many as possible drafts for our Biennial CNO Conference, and wishes all N.N.A.s an enlightening preparation.

Sincerely yours,

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President of the Education Committee  
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