

## **FMLM International Healthcare Leadership Conference 2022**

### **Call for abstracts for poster presentations | Terms and conditions**

#### **Abstract submission rules and guidelines**

1. Abstract submission is free of charge and must be completed online using the abstract submission portal.
2. Abstracts must be submitted by the deadline, 9 September 2022, 12:00 noon GMT. Late submissions will not be accepted; abstracts still in draft status after the deadline will not be considered.
3. Once submitted, it is not possible to make any corrections to the abstract content or information (such as authors list and details).
4. If you want to withdraw an abstract already submitted, please notify via [events@fmlm.ac.uk](mailto:events@fmlm.ac.uk). Withdrawals are still accepted after the submission deadline.
5. Submission of an abstract constitutes a formal commitment by the author(s) to present the work at FMLM International Healthcare Leadership Conference 2022, if accepted.
6. By submitting your work to the FMLM International Healthcare Leadership Conference 2022 you consent to have authors' names, affiliation and biographical material used in connection with the publication of your work.
7. Author(s) represents and warrants to the FMLM that he/she/they is/are sole author(s) of the work, that all authors have participated in and agree with the content and conclusions of the work, and that the work is original and does not infringe upon any copyright, proprietary, or personal right of any third party.
8. The submitter hereby affirms that the work submitted is original, except for extracts from copyrighted works fully authorised by the copyright holders, and that all statements declared as facts are based on thorough examination and investigation for accurateness.
9. The content belongs to the author(s). However, if the abstract is accepted the submitter agrees, on behalf of all co-authors, to transfer and assign to the FMLM and BMJ Leader free of charge, on a non-exclusive basis, for twenty years from the present submission the rights to edit, publish, reproduce, reformat, distribute in whole or in part the abstract and prepare all type of derivative works such as press releases and/or educational products, using all communication tools and means, now known or hereinafter developed, including any and all digital means and any and all supports or forms of media, now known or hereinafter developed, in particular all paper, analog, digital, numerical and electronic media, including Internet, Intranet and Extranet sites and social media.
10. Author(s) retain the right, after presentation, to subsequently include the work in articles, books, or derivative works that he/she authors or edits, provided said use does not imply the endorsement of the FMLM.

11. The submitter signs for all co-authors. He/she accepts responsibility for the present rules for submission and presentation on behalf of all co-authors.

## Data privacy

1. By certifying that you have read these submission rules, you also confirm having received the prior approval from the co-authors to provide their data to the FMLM.
2. Provision of personal data is a statutory requirement to list the authors who have contributed to the research submitted. Authors not listed in the submission will not be acknowledged in the abstract if accepted for publication and presentation at the Conference and promotion of the abstract.
3. The recipients of the data are FMLM who process the submissions and the FMLM Committee and volunteers involved in the abstract programme.
4. Data collected will be kept for 20 years.
5. Transfer of personal data to FMLM Staff, contractors as well as other FMLM related organisations occurs for production, promotion and dissemination of the Conference Content.
6. In accordance with the European Regulation with regards to data protection, you have the right to request from FMLM, access to and rectification or erasure of your personal data or restriction of processing concerning your data or to object to processing as well as the right to data portability. This is done through withdrawal of the abstract according to the terms and conditions of withdrawal.

## Poster Licence

Licence to The Faculty of Medical Leadership and Management ("FMLM") for Poster Publication

The terms of this license are accepted by the author submitting the poster (Corresponding Author) on behalf of all authors of the poster. All authors collectively are referred to as the Contributors. The poster may include, without limitation, any diagrams, photographs, other illustrative material, video, film and any other material howsoever submitted by the Contributor(s) at any time (the Poster).

In consideration of FMLM (the Publishers) considering whether to publish the Poster certain rights are granted to the Publishers as follows.

### The licence

The Corresponding Author, on behalf of all the Contributors, hereby grants a worldwide, fully paid, non-exclusive licence to the Publishers and its licensees in perpetuity (subject to the reversion of rights set out below), in all forms, formats and media (whether known now or created in the future), to:

1. publish, reproduce, distribute, display and store the Poster at the [FMLM International Healthcare Leadership Conference 2022] and any Publisher's website or on any other platform or media known now or created in the future;

2. translate the Poster into other languages, create adaptations, reprints, include within collections and create summaries, extracts and/or, abstracts of the Poster and convert or allow conversion into any format including without limitation, audio;
3. create any other derivative work(s) based in whole or part on the Poster;
4. exploit all subsidiary rights that currently exist or as may exist in the future in the Poster;
5. include electronic links from the Poster to third party material wherever it may be located; and licence any third party to do any or all of the above.

If any Contributor's employer owns the copyright to the Poster, the Contributor must obtain in writing, the relevant employer's consent to grant the licence and agree to all obligations herein.

The Corresponding Author hereby agrees that, if FMLM sells the whole or part of its journal business [BMJ Leader] to any third party, the benefit and the burden of the Licence contained herein may also be assigned to that third party.

The Contributor(s) acknowledge and accept that BMJ may make additional changes to the Poster as considered necessary in accordance with standard editorial processes whether before or after publication. Proofs of the final Poster will be sent to the Corresponding Author and every effort will be made to consult with the Corresponding Author if substantial alterations are made. BMJ may, in its absolute discretion, retract or publish a correction or other notice relating to the Poster if appropriate for legal or editorial reasons.

### Reversion of rights

If the Poster is not published by the Publishers within 12 months of final acceptance (or as otherwise agreed in writing), any licence granted herein shall automatically terminate and all rights shall revert to the copyright owner. The Publishers (or a contractor on their behalf) may keep a copy of the Poster as a record.

### Author warranties

The Contributor(s) warrant that:

1. they are the sole author(s) of the Poster which is an original work;
2. the whole or a substantial part of the Poster has not previously been published;
3. any third-party content included within the Poster has had all permissions cleared by the Corresponding Author, which is fully consistent with the rights then granted to the Publishers herein;
4. they or their employers are the copyright owners of the Poster;
5. to the best of their knowledge the Poster does not contain anything which is libellous, illegal or infringes any third party's copyright or other rights;
6. they have obtained all necessary written consents for any patient information which is supplied with the Poster; and
7. they have declared or will accurately declare any competing interests to the Publishers.

### Law and jurisdiction

To the fullest extent permitted by law, these terms will be governed by the laws of England and shall be governed and construed in accordance with the laws of England whose courts shall have exclusive jurisdiction