



March 11-13, 2026  
Washington, DC

## Scientific Abstract Submission Instructions

Thank you for your interest in submitting an abstract for the **HHS National Conference on Women's Health**. Submitted abstracts will be considered for poster presentations. Please carefully review the following guidelines before preparing your submission. Abstracts that do not follow these instructions may be returned for revision or declined.

*\*Each participant may submit only one abstract. Please coordinate with your co-authors to avoid duplicate submissions of the same abstract.*

### 1. Submission Deadline

- Abstracts being submitted for poster presentation consideration must be submitted by **11:59 PM ET, January 20, 2026**.
- Poster acceptances will be sent out by the first week of February 2026.
- Late submissions will not be accepted.

### 2. Eligibility

- Submissions are open to researchers, practitioners, and students.

### 3. Abstract Format

- Title: Concise, in sentence case (do not use all caps).
- Authors: List full names, degrees, titles, and email addresses. Indicate the presenting author.
- Provide Abstract Category for consideration.

- Indicate the scope of your work (Local, National, International)
- Length: Maximum [e.g., 2300 characters, including spaces], not including title, authors, or references.
- Structure: Use the following headings (if applicable):
  - Purpose (1-2 sentences if possible)
  - Methods
  - Conclusions
  - Results

#### **4. Formatting Requirements**

- A 4 ft x 6ft poster board will be provided to accepted submissions.
- Use plain text only; do not include tables, figures, or images.
- Standard abbreviations may be used but must be defined at first mention.
- Do not include references unless essential.

#### **5. Review Process**

- All abstracts will be peer-reviewed for scientific quality, relevance, and clarity.
- Notifications of acceptance/rejection will be sent in the first week of February 2026.

#### **6. Presenter Responsibilities**

- The presenting author must register for the conference by **February 17, 2026**.
- Presenters are responsible for their own travel and lodging expenses.

#### **7. How to Submit**

- Visit the submission portal link:  
**<https://ncwh2026.com/abstract/register>**
  - If you have previously registered for the conference, you can use the login email and password previously created with vFairs.
  - If you have not previously registered for the conference you will create a login with your first name, last name, email address, and a password you create.
  - Click on the “Add Abstract” button.

- Follow the prompts to add the abstract authors, and abstract content.
  - Review your submission prior to submitting. Edits to submitted abstract will not be accepted.
- You will receive an email confirmation once your submission is complete.

## **8. Contact**

- For questions or technical assistance, please contact: Jennifer Adona, [NCWH2026@roseliassociates.com](mailto:NCWH2026@roseliassociates.com)