

# CASE SUBMISSION GUIDELINES

## 1. General Information

- Submission website: <https://submission.summitmd.com/login.php?iid=53>

※Only cases submitted on the website will be considered for acceptance.

- Submission Deadline: **Friday, May 9, 2025**, 11:59 PM KST (UTC +9).
- To submit a case, one must be signed up for summitMD first.  
If you have signed up, please log in with the email address (ID) and password. If you haven't, register [here](#).  
We recommend you **NOT** to use a Hotmail account for your ID as it blocks our notification emails (such as acceptance, alert, invitation, etc.)
- If you cannot recall your password, click "Forgot Your Password?" on the login page.
- **DUPLICATE CASES will not be allowed.**
- Accepted cases will be posted on the conference website.

## 2. Title

- The title of the case should be within 300 bytes and must be specific, containing no abbreviations and indicating the nature of the study.
- The first letter of each word should be capitalized.

## 3. Author(s)

- The first author and presenter should be indicated when you list authors.
- Please make sure that contact information is accurate. Once you submit a case, all important information will be emailed to the submitter and presenter.

## 4. Case Categories

- Select one category that is closest to the subject of your case.
- If the category does not match the subject of your case, you may receive a low score from the reviewers.

<b>TAVR</b>
Bicuspid AV
Minimalist TAVR
Valve-in-Valve TAVR
Antithrombotics
Coronary Artery Protection / Access
Complex TAVR
Non-femoral TAVR
<b>Imaging</b>
Computed Tomography
Echocardiography
<b>Mitral Valve Intervention</b>
TEER
Transcatheter MV Repair
Transcatheter MV Replacement
<b>Tricuspid Valve Intervention</b>
Tricuspid Valve Intervention
<b>Pulmonic Valve Intervention</b>
Pulmonic Valve Intervention
<b>Left Atrial Appendage Occlusion (LAAO)</b>
Left Atrial Appendage Occlusion (LAAO)
<b>Patent Foramen Ovale (PFO) Closure</b>
Patent Foramen Ovale (PFO) Closure
<b>Atrial Septal Defect (ASD) Closure</b>
Atrial Septal Defect (ASD) Closure
<b>Valve Surgery</b>
Valve Surgery

## 5. Case Content

- Cases must be submitted in English.
- The case body consists of Clinical Information, Procedural Step, and Conclusion.
- Cases may be entered directly into the site or copied and pasted, however, be sure to check again whether special terms or symbols are not broken.
- Do not include the patient's personal information such as name, identifier number, or date of birth. (Age and sex are allowed)
- The maximum number of characters allowed in the body of clinical information is 1500 and 2200 for Procedural Step, and Conclusion.
- The minimum number of characters allowed in the body of clinical information is 600 and 700 for Procedural Step and Conclusion.
- Images or videos should be included to show the procedure.
- Use zeros before decimal points: 0.05, not .05.
- Use decimal points, not commas: 0.05, not 0,05.
- Use lower-case "p" values ( $p < 0.05$ ).
- Provide manufacturer name and location in parentheses for all brand or trade names.
- Never use the underline feature to denote the symbols:  $\pm$ ,  $\leq$ ,  $\geq$ .
- Use space between numbers and symbols. (e.g.,  $3 \pm 4$ , not  $3\pm 4$ ; 3 mg, not 3mg).
- All measurements must include a unit of measure (e.g., systolic blood pressure "140 mmHg", not just "140").
- For brand drugs, include generic names in parentheses.
- Do not include references, credits, or grant support.

## 6. Case Review

- All submitted cases will be strictly evaluated by our official reviewers.

## 7. Case Acceptance and Notification

- Notification date for accepted cases is **in mid to late June 2025**.
- After acceptance of cases, the presentation schedule and guidelines will be sent to presenters.

## 8. Case Presentation

- Accepted cases will be assigned to oral case presentation sessions during the event and posted on the E-Science Station at the same time.
- Each presenter will be given 6 minutes for a presentation and 4 minutes for a Q&A with experts.

## 9. Case Withdrawal

- Requests for case withdrawals must be made by **July 11, 2025**.
- Before the submission deadline, you may log in and withdraw any submission at any time.
- After acceptance, please email us at [jeongh@cvrf.org](mailto:jeongh@cvrf.org) with your submission number and title to request the withdrawal of your case.

## 10. No-Show Policy

- If you are unable to attend, please notify the secretariat in advance via e-mail, at [jeongh@cvrf.org](mailto:jeongh@cvrf.org). Please note if you do not show up without any notice before the meeting, you may jeopardize future acceptance of Calls for Case.

## 11. Copyright Information

- When cases are submitted, we assume that the authors grant copyright to the Congress Organization for publication on the website <https://www.ap-valves.com>.

## 12. Assistance

- If you need any help with your submission, please contact us at +82-2-3010-7251 or [jeongh@cvrf.org](mailto:jeongh@cvrf.org).