

## SWHPN Guidelines for Submitting an Abstract

Please read this guide in its entirety for requirements and helpful tips before submitting your abstract.

The Social Work Hospice and Palliative Care Network (SWHPN) invites you to submit an abstract for our Annual Forum, which will take place virtually this year on **May 7 and 8, 2026**.

The 2026 theme is **"Strength in Connection: Facing Change as a Community."** This is a virtual conference bringing together palliative and hospice social workers to explore the power of connection, resilience, and shared purpose. In a care landscape shaped by systemic inequities, shifting policies, and ongoing challenges in how care is delivered, this gathering creates space to reflect, learn, and grow together. By hosting this Forum virtually, we aim to increase accessibility for hospice and palliative care social workers who are being deeply impacted by budget cuts—ensuring we can continue to connect with and support one another across geographic and financial barriers. Through expert-led sessions and engaging dialogue, we will empower ourselves, one another, and the communities we serve—centering equity, honoring diverse experiences, and strengthening our commitment to providing compassionate, person-centered care in an ever-changing world.

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## SWHPN'S MISSION

SWHPN enhances hospice and palliative care social work through mentorship, education, community building, and advocacy as change agents committed to equity and anti-racism. We start with ourselves to dismantle harms perpetuated within the systems in which we exist.

# Call for Abstracts

We encourage submissions from both new and experienced hospice and palliative care professionals. If your voice or experience has been underrepresented at previous conferences, we especially welcome your submission. We are eager to highlight diverse populations, cultures, workplaces and experiences in palliative and hospice care. It is the commitment of the Conference Committee and SWHPN to increase accessibility and amplify the voices of all, regardless of ability to afford registration. Due to the virtual conference format in 2026, we are uniquely able to offer **free registration** to those who present.

Abstracts should clearly demonstrate at least one or more of the following aims:

- Critically examine and integrate diverse cultural and structural perspectives in palliative and end-of-life care to promote inclusive practice
- Identify innovative strategies, interventions, programs or models that promote and sustain psychosocial care
- Foster interprofessional collaboration, effective communication and teamwork within hospice and palliative care teams, and between social work and other disciplines
- Analyze the impact of different social work models within hospice and palliative care
- Identify metrics for evaluating the impact of psychosocial care
- Advance psychosocial and spiritual knowledge and skills for social workers and interdisciplinary palliative care professionals
- Present new research or case studies on the effects of chronic illness, medical treatment and palliative care on individuals, families and communities
- Identify risk factors for psychosocial or spiritual distress among patients and families in hospice or palliative care
- Explore policies, legislation and ethical issues affecting social work and related disciplines in hospice and palliative care
- Integrate research findings and practice interventions across palliative care settings and populations

To help keep audiences energized and connected in this virtual format, we encourage you to use creative engagement approaches in presentations.

# Call for Abstracts

We are accepting proposals for the following formats:

- 60-minute Virtual Presentation (includes time for Q+A)
  - We will have a limited amount of spots for 90-minute Virtual Symposia - please indicate when submitting your abstract if you would be willing to extend your presentation to 90 minutes if asked
- Poster Presentation

## How to submit an abstract:

Before submitting, all presenters must complete the [SWHPN Presenter Self-Reflection Tool](#) to ensure their abstract aligns with SWHPN's mission and values. This tool (see page: 9) helps presenters thoughtfully integrate antioppressive frameworks into their content.

Abstracts are to be submitted via the [Online form](#)

You may submit **up to two abstracts** as primary author for consideration. All abstracts must be submitted by **11:59 pm PST on November 16, 2025**.

## Completing The Online Abstract Submission Form

### Registration Information

Enter your name, address, email, phone number and organizational information. (Note: You do not need to be a SWHPN member to submit an abstract.)

### Presentations and Posters

Provide the following information for all presenters:

- Name, title, highest degree and licenses held
- 2-3 sentence bio
- Photo/headshot
- Resume/CV in PDF or Word format

Identify the corresponding author if applicable and include their email and phone number.

# Call for Abstracts

## Presentation Type

Select your presentation type for each submission:

- 60-minute Virtual Presentation
  - Please indicate if you would be willing to extend to a 90-minute Virtual Symposium if asked
- Poster Presentation

## Presentation Title

The title of your abstract. (25 words maximum)

## Brief Description

Include a 2-3 sentence overview of your presentation. This description will be used in the program to help participants decide which presentations to attend. (50 words maximum)

## Length

Please adhere to these abstract word limits:

- 300 words maximum for oral or poster presentations

## Format

Format your abstract based on the type of presentation or poster. Use the bold headings below for the format you choose.

Do not include citations in your abstract.

## Results of a Research Study

1. Purpose: State the purpose of the study.
2. Methods: Include study design, sampling plan (with N), and measures (if not obvious in Results). Describe the intervention, if applicable.
3. Results: Present the main findings. Be specific. Include selected data for quantitative studies.
4. Conclusion: State the practice and/or policy implications.

# Call for Abstracts

## Practice and/or Policy

1. Purpose: State the purpose of the presentation or poster.
2. Description: Describe the project.
3. Conclusion: State the practice and/or policy implications

## Case study

1. Purpose. State the purpose of the case study.
2. Case Narrative. Briefly describe the case.
3. Conclusion. State the practice and/or policy implications.

## Symposium

1. Purpose: State the purpose of the symposium or workshop.
2. Speaker 1: Provide the information listed above for an individual research, practice/policy, or case study presentation.
3. Additional Speakers: Follow the same format as for Speaker 1.
4. Conclusion: For the symposium or workshop.

## Learning objectives

Identify 3 learning objectives for your presentation. Learning objectives are not required for poster submissions.

## Identifying Keywords

Each presentation will include three descriptive keywords to help participants choose breakout sessions that are most relevant to their practice and interests.

When submitting your abstract, you'll be prompted to choose three relevant keywords that clearly communicate the population, topics and practice areas your presentation will address. You'll also have the option to add a custom keyword if none of the listed options fit your presentation.

# Call for Abstracts

## Options include:

- Pediatrics
- Geriatrics
- Addressing anti-racism and/or equity
- LGBTQ+
- Social determinants of health
- Leadership/administration/management
- Program development
- Clinical practice
- Caregiving/caregivers
- Ethics
- Vulnerable populations
- Grief and bereavement
- Hospice
- Inpatient palliative care
- Outpatient palliative care
- Long-term care
- Billing/Reimbursement
- Research
- Metrics/Data
- Education and training
- Policy and advocacy
- Professional well-being and self-care
- Interdisciplinary collaboration
- Technology
- Create your own...

# Call for Abstracts



## **Abstract Review Process**

Abstracts will undergo double-blind review by members of the SWHPN 2025-26 Conference Committee.

## **Additional Notes**

Presenters will be notified by January 31, 2026 regarding the acceptance of their presentation, poster or symposium for the Annual Forum and/or Virtual Summits.

Inclusion in the program depends on confirmation from the presenter within two weeks of acceptance notification. Presenters are required to register for the Forum and will receive a fully comped registration in the setting of this virtual format.

Please note: Scheduling decisions and presentation types are at the discretion of the SWHPN 2025-26 Conference Committee and are final. The Committee and SWHPN Board reserve the right to request modifications to presentation format or length to create the best possible forum schedule.

While we value and welcome the richness of diverse languages and cultural perspectives, submissions must be prepared in English to ensure accessibility for all reviewers and attendees.

All authors must identify and resolve any conflicts of interest before presenting papers or posters. Any speaker with a commercial interest related to their presentation is considered to have a conflict of interest.

The deadline for submission is 11:59 pm PST on November 16, 2025.

# Call for Abstracts

## Additional Resources

For tips on preparing an abstract, we recommend the following resources:

- [How to Submit a Conference Proposal video by SWHPN Member Suzanne Marmo, PhD](#) (details may vary by year)
- [Writing Abstracts and Developing Posters for National Meetings by Gordon J. Wood and R. Sean Morrison](#), Journal of Palliative Medicine, March 2011, 14(3): 353-359, doi:10.1089/jpm.2010.0171

## Pre-submission Abstract Q&A

In order to amplify the voice of those who have not presented in the past, SWHPN would like to offer a pre-submission session to help with abstract preparation. We will be hosting an open question and answer forum via **Zoom on Friday, October 10, 2025 at 2pm ET/11am PT** for potential presenters to ask questions about abstract creation to a panel of social workers with experience in crafting abstracts. If you are interested in joining the session, please reach out to us at [info@swhpn.org](mailto:info@swhpn.org) with your contact information and any questions or comments you would like our abstract experts to address during the session. We will also be accepting questions live during the session as time allows. You do not need to be a SWHPN member to take advantage of this opportunity.

## Questions

Please send questions via email to: [info@swhpn.org](mailto:info@swhpn.org)

## Thank you!

We look forward to your submission and hope to see you at The Forum.



## SWHPN Presenter Self Reflection Tool

Thank you for your interest in submitting an abstract for SWHPN's education programming (including in-person conferences, virtual workshops and recorded webinars). We greatly value your contributions to our community.

To help align your session with SWHPN's commitment to anti-oppression and equity, we kindly ask that you complete this self-reflection tool for each session you plan to lead. This process encourages thoughtful integration of anti-oppressive frameworks into your content. If you'd like further guidance or discussion, SWHPN's Education Committee is available for consultation.

This tool, **adapted with permission from the UCSF School of Medicine Anti-Oppression Curriculum Initiative (AOCI)**, supports the integration of anti-oppressive frameworks into our teaching and practice. It draws on a variety of sources and perspectives, including anti-racist and anti-oppressive approaches.

For additional information, please visit the [AOCI website](#).

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# Purpose of This Review Tool

Our goal is to enrich the educational environment by embedding a deeper understanding of the sociopolitical contexts that affect both our learners and the communities they serve. This process is about embracing diverse perspectives and supporting inclusion which enhances the quality of our work, not about enforcing political correctness.

**This review tool guides you through several domains for reflection with the following goals:**

- **Client Cases:** Focus on representation, inclusivity and avoiding stereotypes
- **Presentation Design:** Embed anti-oppressive and trauma-informed approaches into your materials
- **Risk Factors, Disparities and Equity Solutions:** Include a thoughtful examination of social identities, disparities and health equity
- **Accessibility:** Ensure that all participants can effectively engage with the content

## **Suggestions for All Educators:**

- Add your pronouns to your name on slides and/or video platforms
- Allow 5-10 minutes at the end of your session for Q+A
- Acknowledge and honor the expertise that participants bring to the discussion

# Reflection Questions

As you complete the review tool, please consider the following:

## I. Client/Case Scenarios:

- Is person-first language used? (e.g., "individual experiencing homelessness" vs. "homeless person")
- Are pronouns consistent throughout the materials?
- Are there assumptions of "us vs. them"? (Goal: Avoid false separation between clinicians and patients. Topics such as substance use disorder (SUD), homelessness, disabilities, or illnesses likely also apply to audience members)
- Are spoken and/or implied aspects of identity or social/structural determinants included?
- Are any stereotypes or bias present?
- Is intersectionality acknowledged? (Intersectionality refers to how overlapping social categorizations—such as race, class and gender—create interconnected systems of discrimination or disadvantage)
- If discussing communities that have experienced discrimination or inequities (social, economic, political, healthcare), are they portrayed in ways that recognize strengths and uplift, even if challenges are also present?
- Are structural factors (e.g., racism) acknowledged, or are individual factors (e.g., behaviors) over-emphasized?

## II. Risk Factors and Equity Solutions:

- Are individual-level factors emphasized over structural ones? If so, consider incorporating social/structural factors.
- Are individual characteristics (e.g., weight, substance use, mental health conditions) implicitly or explicitly judged or moralized?
- Is disparities data discussed with proper context?

## III. Session Design:

- Are participants' access needs met?
- Is closed captioning enabled for virtual sessions?
- If you are utilizing prompts for learners:
  - Do the prompts encourage personal reflection and remain sensitive to diverse experiences?
  - Are the expectations for all participants to respond appropriate?

# Reflection Questions

As you complete the review tool, please consider the following:

## IV. Relationship To Content:

- Have you taken time to consider how your unique psychosocial history and lens influence your relationship to the content?
- What steps do you take to center and uplift the voices of the populations you are discussing?
- If you do not share identity characteristics with a population you are discussing, how do you acknowledge your privilege and recognize the limitations in fully understanding their lived experience?

## Additional Resources

Please refer to these materials for further support:

AMA/AAMC, Advancing Health Equity: A Guide to Language, Narrative and Concept (2021):  
<https://www.ama-assn.org/system/files/ama-aamc-equity-guide.pdf>

The U.S. General Services Administration (GSA), Creating Accessible Presentations:  
<https://www.section508.gov/create/presentations/>

Holiday, T. & Gable, T. (2022). Equity Review Tool: A Process Guide for Equity-centered Instructional Materials.  
<https://www.everylearnereverywhere.org/wp-content/uploads/Equity-Evaluation-Tool.pdf>