



PHI*con

* The Public Health Informatics, Surveillance, and IT Conference

Guidelines for Abstract Submission

The National Association of County and City Health Officials (NACCHO) invites you to submit an abstract for **2026 PHI*con**. Proposals for presentations at the 2026 PHI*con conference should be made using the formal online abstract process. The Planning Committee will evaluate abstracts based on a number of criteria, including timeliness, relevance, design, clarity, outcomes, and potential impact. All abstracts must be submitted via the online abstract system no later than **November 28, 2025 by 11:59 pm Eastern Time**. Proposals that are incomplete, late or submitted in an inappropriate format will not be considered. Here is the link to the abstract submission: [2026 PHI*con/NACCHO360](https://2026.PHI*con/NACCHO360), for additional information about PHI*con check out the website: PHI*con - NACCHO 360

IMPORTANT DATES:

October 20, 2025- Open call abstracts

November 28, 2025- Deadline for abstract submission

March 2026- Invitations sent to presenting authors



NEW THIS YEAR

You can attend the 2026 PHI*con your way—either in-person or online. Attendees may choose to join us onsite for face-to-face networking and interactive sessions, or participate virtually to access live-streamed programming, recordings, and on-demand content from anywhere. Whether you join us in-person or tune in virtually, you'll have access to expert speakers, dynamic sessions, and meaningful networking opportunities—all in the format that works best for you.

When submitting your abstract, please note that each submission will be reviewed for inclusion in the live/in-person conference, the digital conference, or both—giving you more flexibility and reach than ever before.

General Information

Abstracts must represent the work of the authors listed and appropriately referenced.

Abstracts are **limited to 500 words**, not including the title.

The use of “all caps” should be limited to acronyms generally accepted in the field and names of organizations: the full organization name on first reference.

Submit each individual abstract to appropriate track. Review the list of tracks carefully to determine which one might be appropriate for your subject area.

Duplicated abstracts will NOT be considered.

Concluding statements such as “to be completed should be avoided.

All information should be reviewed prior to submission to ensure completeness: abstract revisions are permitted at any time before the abstract submission deadline.

Abstracts may not be modified after the submission deadline during the review period. Presenting authors may make minor changes after an abstract is accepted until the invitation response deadline. NACCHO has the right to make changes to abstract after accepted to ensure that it meets our standards and guidelines.

By submitting an abstract, please make sure you and an alternative presenting authors are committing to attend the conference and giving the presentation if the abstract is accepted. All presenting authors are required to register for the conference and pay related fees. NACCHO does not provide travel allowance, honorarium or reimbursement for attending the conference. Approved speakers will be responsible for ALL expenses to attend conference this includes registration fees, hotel room, travel, incidentals, meals, etc.

There are NO restrictions on the number of abstracts you may submit or on the number of submissions you may be selected to present.

Submitted abstracts which do not follow the guidelines will be ineligible for review..

Please note: All PHI* con abstracts will be reviewed by the PHI* con committee, there is a possibility that your abstract submission might be planned to be part of the NACCHO360 conference instead of the PHI*con conference depending on the overall numbers of submissions received.



NACCHO
National Association of County & City Health Officials

202-783-5550

abstracts@naccho.org

www.naccho.org

Choosing a Presentation Format-On Site/In-Person

While the Planning Committee will attempt to honor the submitted format for presentations, this will not always be possible. For our session types there is an option available to select consideration for an alternative format if the Planning Committee cannot accommodate your preferred format.



Learning Session

Findings are presented on a specific topic within a breakout session with the opportunity for audience Q&A. Presentations are 60 minutes with a maximum of 3 speakers and 1 moderator.



Poster Session

A visual illustration on a poster board that summaries finding by way of limited text, graphics, photographs. Presentation are 90 minutes with a maximum of 2 speakers. See also, Poster Presentation schedule for additional information.

Student Poster Session

This format allows students to present original research or projects relevant to Informatics. Presentation options include in person or virtual posters. Encouraged for undergraduate, graduate, or doctoral-level students. Presentation are 90 minutes with a maximum of 2 speakers.

Pre Conference Workshop

Workshops offer deep-dive, skill-building through active participation. Formats may include interactive group work, live demonstrations, simulations and hands-on training activities. Presentation is a 90 minute session maximum of 3 speakers and 1 moderator.

For-Proft Learning Session

For-Profit organizations are invited to lead informative sessions that align with the conference focus. These sessions offer an opportunity to present solutions, innovations or services relevant to the preparedness community. A NACCHO representative will contact submitters following the close of the submission period to discuss sponsorship opportunities and coordination. Presentations are 60 or 90 minutes maximum 3 speakers and 1 moderator.

Choosing a Presentation Format-On Site/In-Person

PRESENTATION FORMAT	WORKSHOP (NACCHO STAFF/PARTNER ONLY)	LEARNING SESSION	POSTER
Key Attributes	Oral presentation requiring a comprehensive review and discussion.	Oral presentation requiring a comprehensive review and discussion.	Visual display of graphics, diagrams and limited text. Oral presentation focused on discussion and Q&A.
Abstract Requirements	Background, methods, results, conclusion		
Session Length	3 hours	60 minutes	90 minutes
Q&A	During discussion	10- 15 minutes at end of session	During discussion
# of Presentations in Session	1 presentation	1 presentation	1 presentation
Audio/Visual Provided	Screen, projector, sound, one lectern, one laptop connection	Screen, projector, sound, one lectern, one laptop connection	None
Room Type	Round	Theater	NA
# of Presenters Allowed	1 Moderator, up to 3 presenting authors	1 Moderator, up to 3 presenting authors	1 to 2 presenting authors
Alternative Presentation Types Considered	No	Yes	Yes

What does a moderator do?

Moderators play a vital role in delivering a successful session. Responsibilities include opening the session and introducing speakers. Managing time to ensure speakers stay with their allotted presentation window. Facilitating audience questions and discussions. Supporting a smooth transition between presentations.

Choosing a Presentation Format-On Line

While the Planning Committee will attempt to honor the submitted format for presentations, this will not always be possible. For our session types there is an option available to select consideration for an alternative format if the Planning Committee cannot accommodate your preferred format.



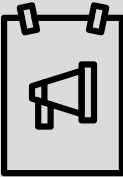
LIVE Sharing Session

A real-time virtual or in-person session where presenters share projects or findings with opportunities for live Q&A.



On Demand Session

Pre-recorded presentations available to attendees online, offering flexibility for viewing at any time during the conference.



Poster

A digital version of a poster presentation available on the conference platform, sometimes with recorded narration.

PRESENTATION FORMAT	LIVE SHARING SESSION	ON DEMAND/DIGITAL SESSION	POSTER
Key Attributes	Oral presentation requiring a comprehensive review and discussion.	Prerecord presentation requiring a comprehensive review.	Visual display of graphics, diagrams and limited text.
Abstract Requirements	Background, methods, results, conclusion		
Presentation Format	Online- Live	Pre-recorded video	PDF
Q&A	During discussion	via email	via email
# of Presentations in session	1 presentation	1 presentation	1 presentation
Session Length	60 minutes	60 minutes	NA
Audio/Visual Provided	Streaming link/Virtual platform	Virtual Platform	Virtual Platform
Room Type	NA	NA	NA
# of presenters allowed	1 Moderator, up to 3 presenting authors	Up to 3 authors	1 to 2 presenting authors
Alternative presentation types considered	Yes	Yes	Yes

Poster Presentations- On site/In-Person

Posters will be on displayed over two days of the conference. If you are selected as a poster session you will be give your poster #, date and time. This will not show up in the MYS platform until a week before the conference.

Posters will be number from 1- XXX, Total Number will be based on total number of posters accepted for the conference. Your number will coincide with the date and time that you are given based on our poster presentation schedule.

You will receive **an email a week before the conference with your poster number/location** assignment and set-up/take-down times.

NACCHO does not print the poster on your behalf.

Poster dimensions should be no more than 6’ wide by 4’ tall.

The poster board size is 6' wide by 4' tall, you may choose to fill as much or as little space as you'd like.

Posters can be printed on poster paper, fabric, or vinyl. NACCHO will provide you with push pins to adhere your poster to the poster wall.

POSTER PRESENTATION SCHEDULE			
DATE	TIME	DISPLAY SET UP	DISPLAY TAKEDOWN
Tuesday, July 14	12:00-1:30 PM	Morning	After presentation

Online Abstract System

Please follow all directions provided in the online abstract system to ensure your abstract is entered correctly. The system will ask for details of the person who is submitting the abstract. This person will not be on the website/app as part of the session listing. *Please note: Student submissions will ONLY be considered for poster sessions.* The submitter will be asked to identify the presenter(s) and moderators of your session. All presenters **MUST** be in attendance to be listed on the session in our platform. We have a speaker maximum based on the session type. Additionally, each session **MUST** provide their own moderator. If you have no other presenters, you can proceed to the next step.

TITLE

The title is not included in your abstract word count: however, titles should **NOT** exceed 25 words or less.

Title case should be used where the first word and all other major words (nouns, pronouns, verbs, adjectives, adverb(s) and some conjunctions are capitalized.

- Articles such as a, an, and, but, for, or and nor should be in lowercase
- Lowercase the part of a proper name that would be lowercased in text

DO NOT begin paper titles with “The”.

DO NOT end title with a period.

Use a concise title that summarizes the content of the abstract.

DO NOT use abbreviations, unless they are widely accepted by the field (for example, HIV/AIDS is acceptable in place of Human Immunodeficiency Virus/Acquired Deficiency Syndrome).

SESSION DESCRIPTION

Session description is for publication limited to **50 words**. This description will be used for the conference program. As such, the first sentence should be a hook that grabs the reader’s attention and entices them to come to the session. The description should only briefly reiterate the problem/issues being addressed and the solution. Also, make sure to use good grammar, proper sentence structure, transitions between sentences, and so on. Do not use incomplete sentences. Please do not use bullet points.

CONFERENCE TRACKS

The conference tracks are designed to support learning objectives. Please identify which conference track your proposed session best fits within.

Track 8A: PHI*con-Informatics and Disease Surveillance

Track 8B: PHI*con-Information Technology (IT)

KEY WORDS

Please choose up to **three keywords** that best align with your session. See the keywords chart, they have been sorted according to which track they relate to best, however you may choose whichever keywords that you like.

Online Abstract System-Key Words

PHI*con-Informatics and Surveillance	PHI*con-Information Technology
Informatics-Based Solution to Laboratory Informatics	Artificial Intelligence/ChatGPT
Public Health Surveillance and Data	Data Systems/Science
Data Modernization	Cybersecurity
Innovations and Novel Applications	Web Design/UX/Accessibility
Developing Workforce Pipelines for Informatics (what are schools and other learning spaces currently using)	IT infrastructure
Artificial Intelligence and Machine Learning Applications	Project Management (Technical/Digital)
Algorithms for Alerts and Decision-Making	EHR, Telehealth, Data Governance
Data Visualizations	Procurement and Process
Geospatial Mapping (GIS)	Cloud Computing
Predictive Modeling and Forecasting	
Electronic Case Reporting (eCR)	
Immunization Registries	
Environmental Health Tracking	
Health Information Exchange (HIE)	
Integration of Clinical and Public Health Data Sources	
Case Management Systems	
Data Sharing Agreements, DUAs	

Online Abstract System

AUTHORS

A presenting author is defined as an individual person who will actually present at the conference. Only the presenting author(s) will be listed in the conference platform and mobile app.

The submitting author is the author that completes the online abstract submission process. This person is usually involved with the abstract as a presenting author or co-author.

The primary contact for communication should be identified as the first presenting author when other authors are permitted.

Abstracts should include all pertinent presenting author contact information.

Co-authors who are not presenting but contributed to the study design, statistical analysis or interpretation may be listed as non-presenting authors.

Formal letters of invitation are sent by email from NACCHO in **March 2026**. All authors receive a formal communication regarding the Planning Committee determination. However, only presenting authors should accept or decline an invitation.

It is the responsibility of the first presenting author to communicate with any presenting co-authors prior to the presentation. For the sessions, the presenting author is responsible for coordinating the presentation with the moderator.

Writing Tips

- State the problem.
- Present the key findings and explain how they address the problem.
- State the overall significance of the work being presented.
- Provide background as needed.
- Make your writing as clear and accessible as possible.
- Also make every effort to use good grammar, proper sentence structure, transition sentences. ***Please do not use bullet points.***

View and Edit Submission

After completion of your submission, you will receive an email. The email will include session ID, link and confirmation of receipt.

To view or edit your abstract submission, either use the direct link provided in your initial email or login using your confirmation email and password. You may view and edit an abstract any time before the abstract deadline on **November 28, 2025**.

Review and Submit

After you have completed all steps in the process and are to submit an abstract for consideration, please carefully proofread your abstract on the final step-save and finalize. You must receive a confirmation email for your abstract to be considered complete.

Abstracts



Invitation Response

Formal letters of invitation are sent by email from NACCHO in March 2026. All presenting authors receive a formal communication that informs them of the Planning Committee decision. All presenting authors are expected to register for the conference and pay related fees. The deadline for responding to the invitation will be located in the abstract approval letters sent out. Authors that fail to respond by the deadline will be considered accepted and expected to present. Failure to present an accepted abstract could result in disqualification from presenting on abstracts at future conferences. Presenters'/authors should respond to the invitation via MYS or by email abstracts@naccho.org.



Withdrawals

Withdrawals of a presentation after invitation acceptance should be communicated via email to Abstracts@naccho.org. The deadline to decline presentation or withdrawal after invitation acceptance is **May 1, 2026**. Withdrawals made after this date or failure to present accepted abstracts could result in disqualification from presenting an abstract at future conferences.



Student Abstracts

Students are encouraged to submit abstracts for poster sessions at NACCHO conferences. To be eligible for consideration, abstracts must be authored by students currently enrolled in full time in an undergraduate or graduate program who are actively pursuing a degree in public health or related field. Discount registration fees are offered to qualified students.



Presenter Disclosure

Presenting authors must disclose to participants prior to speaking any significant financial interest or other relationships with manufacturer(s) of any commercial product(s) or provider(s) of any commercial services discussed in a session presentation and with any commercial supports of the activity. This pertains to relationships with pharmaceutical companies, biomedical device manufacturers or other corporations whose products or services are related to the subject matter of the presentation topics. Having any interest or affiliation with a corporate organization does not prevent a speaker from making a presentation but the relation must be made known in advance the audience.

General Information

We look forward to receiving your abstract submission and learning more about the innovative work being done across the informatics or IT community. Your contributions are vital to advancing our shared mission of building stronger, more resilient systems and communities.

Please ensure you review all requirements carefully, including sessions format guidelines, speaker limits, moderator responsibilities, and in-person participation expectations. Incomplete submissions or those without a designated moderator will not be considered.

Thank you for your commitment to public health. We are excited to welcome you to the 2026 conference and create an engaging, collaborative learning environment together.



FORGOT PASSWORD

If you forgot your abstract password information. DO NOT create another abstract. Please click on the “forgotten password” from the abstract login page. The email address used at submission will be required to locate your submission(s) and to email your requested password information.



QUESTIONS

For more information or assistance with your submission, please contact us at Abstracts@naccho.org.



Public Health[®]
Prevent. Promote. Protect.