CALL FOR SELECTION OF POSTERS AND FREE THEME

I INTERNATIONAL CONGRESS ON EMERGENCIES AND CLINICAL SIMULATION OF THE FACULTY OF MEDICAL SCIENCES OF MINAS GERAIS (*FACULDADE CIÊNCIAS MÉDICAS DE MINAS GERAIS*)

The Organizing Committee of the International Congress on Emergencies and Clinical Simulation (CIESC), affiliated with the Faculty of Medical Sciences of Minas Gerais, announces the opening of registrations for the selection of presentations in the format of POSTER and FREE THEME for CIESC, to be held on October 27 and 28, 2025, at Teatro Feluma.

1. GENERAL PROVISIONS

1.1. The first edition of CIESC aims to provide a practical and innovative experience that simulates the reality of patient care, allowing students to experience emergency situations in a safe and controlled environment. Through interactive scenarios that utilize cutting-edge technology, the congress offers students in medicine, nursing, physiotherapy, psychology, and dentistry the opportunity to develop critical skills. The promotion of scientific production is also a pillar of the event, aiming to stimulate the creation of high-quality scientific abstracts and support innovations and prototypes that can contribute to the advancement of education and practice in health.
1.2. The evaluation of the submitted presentations will be conducted to assess whether they comply with the scope of the event and the presentation guidelines described in this announcement.
1.3. The content of the works is the sole responsibility of the authors, as well as the expenses related to attendance and the preparation of the works for presentation.
1.4. The works will be selected by a panel appointed by the scientific committee of CIESC.

2. PARTICIPANTS

2.1. Students from the second semester onwards in health-related educational institutions may participate as authors, provided they register for CIESC and are guided by a university professor or a professional in the field.
2.1.1. It is emphasized that registration as an attendee for students with submitted works is mandatory. Work submissions will be accepted f**rom September 1, 2025, until October 4, 2025**, or until the maximum number of submissions is reached. Submissions will be made via Forms
2.2 Students from the first semester onwards in health-related educational institutions may participate as co-authors, provided they are also registered for the event.

3. REGISTRATIONS

3.1. Academic works will be submitted, and if accepted, the committee will inform which category of CIESC the work has been assigned (poster or free theme).
3.1.1. At the time of submission, authors may indicate on the form if they do not wish for the work to be evaluated for presentation in the free theme category. In this case, if accepted, the work will be automatically considered only for the poster category.

3.2. The group formed for each work may contain a maximum of 6 members, consisting of 1 (one) author, 1 (one) advisor, and up to 4 (four) co-authors. The existence of co-authors is optional.
3.2.1. The student chosen as the author must necessarily be the same one presenting, except in justifiable cases accepted by the Organizing Committee.

3.3. 75 works will be approved for poster presentation and 3 works for free theme presentation at CIESC.

3.4. Registration will be carried out by submitting an abstract from **September 1, 2025, to October 4, 2025**. The scientific committee of CIESC will announce the results through official communication channels on **October 20, 2025.**

3.4.1. A notice will be issued if the maximum number of registrations is reached before the established deadline.

3.5. Registration will be done through a form. To be considered valid, all fields must be filled out . Link: https://docs.google.com/forms/d/e/1FAIpQLSeohqZVM4prvEINWTVS-Edo0tufOSzaT78o7Qy_31nJKrr4Gw/viewform?usp=header .

3.6. Registration will be considered effective when a copy of the responses from the submission form is sent to the email used for registration.

3.6.1. If the group's registration exceeds the 300 spots available for the didactic selection, it will be placed on a waiting list to be selected in case of any withdrawals or disqualifications of registered groups.

3.7. In the registration email, the abstract of the work the group intends to present on the day of the congress must be attached. The model is as per Attachment 1.

General Guidelines:
- **Abstract category:** It should be placed at the top of the file, in uppercase, bold, and centered (for example: Systematic Review with or without Meta-analysis, Integrative Review, Case Report, Experience Report, or Original Study).
- **Title in Portuguese:** It should be placed below the abstract category, in uppercase, bold, and centered. If there is a subtitle, it should be separated

from the title by a colon (:), in lowercase and bold. It must contain up to 25 words.

- **Title in English:** t should be placed below the title in Portuguese. The formatting must include an uppercase first letter, italicized, and centered.
- **Authorship:** The names of the authors must be written in full, placed one space below the title, centered, with the first letter of each name in uppercase, followed by the respective superscript index numbers identifying the authors. In case of multiple authors, their names should be separated by commas. A maximum of 6 authors is allowed per abstract, including the advisor.
- **Identifications:** Below the name(s) of the author(s), the identifications should be placed as follows: full name of the institution, name of the city, state abbreviation (UF), and the email of the advisor of the abstract.
- The abstract must be written in **format Word (doc or docx)** following the formatting rules below:
  Page size: A4;
  Margins: top and left: 3 cm; bottom and right: 2 cm;
  Line spacing: single;
  Alignment: justified;
  Font type: Times New Roman;
  Font size: (12) for the title in Portuguese and text of the abstract, (10) for the title in English and names of the authors, (8) for the author descriptions.

- The word **ABSTRACT** must be in bold, uppercase, and centered. Following it, the text of the abstract should be structured, written in a single paragraph without indentation, containing up to 500 words and in justified format.
- The abstract must be structured with the following items, highlighted in bold and in lowercase letters, with the first letter capitalized: **Introduction, Objective(s), Method, Results,** and **Conclusion**.
- After the abstract text, on the next line, the descriptors should follow. Use **three to five descriptors**, separated by semicolons and with the first letter capitalized. The descriptors used must belong to the list of Health Sciences Descriptors. – DeCs: http://decs.bvs.br.

- Abstracts in the 'Systematic Review' category must be registered on the PROSPERO platform. Therefore, the registration number on the platform will be required at the time of registration.

3.8. If any group wishes to make changes to a registration that has already been submitted, they must contact the Organizing Committee via the scientific email (cientifico.ciesc@gmail.com), which will evaluate each case individually.

4. ON THE SELECTION FOR POSTER AND FREE THEME PRESENTATION

4.1. The first 300 submissions received will be evaluated. Once this number is reached, submissions will be closed, and registrants will be notified through communication channels, email, and Instagram of CIESC.

4.2. The abstracts approved for presentation at the International Congress on Emergencies and Clinical Simulation will be announced by the organizing committee on **October 20, 2025.** A maximum of **75 groups** will be approved to present their work in **poster** format, and **3 groups** will be selected for **Free theme** presentations, which will be announced via the website and Instagram. The 100 submitted works with the best evaluations will be contacted for publication in the event proceedings.
4.2.1. The first 20 alternates will be notified by email of their placement, and in the event of any withdrawals, they may be invited to present their work.
4.2.2. As a form of confirmation, the supervising professor will be contacted via the email provided in the registration form to confirm their participation in the work. If this confirmation does not occur, the work will be disqualified, and the next alternate on the list will be approved.

4.3. The works submitted for presentation in the Poster category will be evaluated by the Scientific Committee of CIESC and by a panel of professors from FCMMG using an evaluation form available in this document as Appendix 2. Abstracts submitted outside the guidelines set by this notice will be disqualified.

4.4. The registration of the supervising professor for CIESC is optional.

5. ABOUT THE PRESENTATION

5.1. The oral poster presentations will take place on **October 27 and 28, 2025, at Teatro Feluma (Faculdade Ciências Médicas de Minas Gerais - Alameda Ezequiel Dias 275, Belo Horizonte, MG)**, with the schedule and order of presentations to be confirmed later via the email registered by the presenters and through CIESC's social media.
5.1.1. The submission of the poster or presentation material for the approved free theme within the established dates is the sole responsibility of the group.
5.1.2. Failure to meet the deadlines set forth in this notice will result in a loss of points in the evaluation of the groups and, depending on the severity of the non-compliance, may lead to the disqualification of the presenting group.
5.1.3. The oral presentation must be made by the presenting author. In case the author is unable to attend, one of the co-authors may be designated to present, with a minimum notice of 24 hours before the event, via the email of the scientific committee: cientifico.ciesc@gmail.com.

5.2. The posters and presentations should be based on the example provided by the Organizing Committee in ANNEX 4 and present the following configurations
5.3. The poster created must have the same theme and authors as those previously communicated to the organizing committee. Any changes to these aspects must be communicated to the organizing committee as soon as possible for assessment and approval.

5.4. Poster oral presentations must have a maximum duration of **8 minutes, followed by 2 minutes for questions**, and **free theme** presentations must last **12 minutes**, **followed by 3 minutes for questions**. The use of the poster or PowerPoint created and provided by the event organization, as stated in this announcement, is mandatory, and the material must be submitted to the scientific committee by October 23, 2025.

5.5. Exceeding the allotted time for the presentation will result in a loss of points in the evaluation of the work.

6. ON EVALUATION

6.1. The evaluation of the works for the CIESC will be the responsibility of the judging panel composed of professors from the Faculty of Medical Sciences of Minas Gerais (*Faculdade Ciências Médicas de Minas Gerais*)

6.2. The score obtained by the group will be calculated using the **evaluation criteria sheet** included in this announcement as Annex 4. The compilation of the sheets is the responsibility of the scientific committee.

7. ON RESULTS AND AWARDS

7.1. The results of the evaluations of the presentations will be announced at the end of the second day of the CIESC.

7.2. Works placed in 1st, 2nd, and 3rd places based on the total evaluation criteria in the Poster category, as well as the 1st place in the Free Theme category, will be awarded prizes chosen and announced by the organizing committee of the CIESC.

8. PUBLICATION OF ABSTRACTS IN THE EVENT PROCEEDINGS

8.1. The accepted categories are:

a) Original Study Abstract: publications aimed at disseminating results of original research that can be replicated.

b) Case Report Abstract: results of observational or experimental research investigating rare diseases or difficult-to-implement experiments. Case reports that involve prevalent diseases or widely established interventions will not be accepted.

c) Review Abstract: systematic reviews with or without meta-analysis registered on the PROSPERO platform or integrative reviews. Literature or narrative reviews will not be accepted, nor will abstracts of fictitious cases.

8.3. For publication, the work must be approved by all faculty members of the scientific committee during the abstract evaluation (**Attachment II**) with a minimum of 60% of the points. It must also be approved by the Research and Extension sector of FCMMG. Changes may be requested by the CIESC team via email, and it is the responsibility of the students to adjust the work accordingly.

8.4. 100 works will be selected for publication in the event proceedings.

9. CERTIFICATES

9.1. One (1) certificate will be provided for each approved and presented work, which will be made available after the event (issued and delivered by the Research and Extension department of FCMMG to the main author).

10. FINAL PROVISIONS

10.1. Participation in CIESC implies acceptance of all provisions of this notice. Failure to comply with any of them will result in the disqualification of the group.

10.2. Items in this notice that need to be modified due to force majeure will be published as Errata through official communication channels.

10.4. Questions not covered by this notice can be clarified directly with the members of the Scientific Committee of I CIESC, whose contact is: cientifico.ciesc@gmail.com

ADRIANA MARQUES ALCICI MOREIRA
PRESIDENT OF I CIESC

ANNEX I
Summary Template CATEGORY:"

TITLE

Full Name of Author1, Full Name of CoAuthor1, Full Name of CoAuthor2, Full Name of CoAuthor, Full Name of Advisor1

[1]Faculdade Ciências Médicas de Minas Gerais
Email of advisor: mariadasilva@xxx.com.br

ABSTRACT

Introduction: xxxxxxx xxxxxxxxx xxxxxxxxxxx xxxxxxxxxx xxxxxx xx xxxxxx xxxxxxx xxxxxx xxxxxxxxx xxxxxxxx xxxxxxx xxxxxxx x x xxxx xxxxxxxxxxxx xxx xxxxxxxxx xxxxx xxxxxxx xxxxxxxxxxxx xxxxxxxx xxxxxxxxx **Objetive** xxxxxxx xxxxxxxxx xxxxxxxxxx xxxxxxxxxx xxxxxx xx xxxxxx xxxxxxx xxxxxx xxxxxxxxx xxxxxxxx xxxxxxx xxxxxxx x x xxxx xxxxxxxxxxxx xxx xxxxxxxxx xxxxx xxxxxxx xxxxxxxxxxxx xxxxxxxx xxxxxxxxx xxxxxxx **Method:** xxxxxxx xxxxxxxxx xxxxxxxxxxx xxxxxxxxxx xxxxxx xx xxxxxx xxxxxxx xxxxxx xxxxxxxxx xxxxxxxx xxxxxxx xxxxxxx x x xxxx xxxxxxxxxxxx xxx xxxxxxxxx xxxxx xxxxxxx xxxxxxxxxxxx xxxxxxxx xxxxxxxxx xxxxxxx **Results:** xxxxxxx xxxxxxxxx xxxxxxxxxxx xxxxxxxxxx xxxxxx xx xxxxxx xxxxxxx xxxxxx xxxxxxxxx xxxxxxxx xxxxxxx xxxxxxx x x xxxx xxxxxxxxxxxx xxx xxxxxxxxx xxxxx xxxxxxx xxxxxxxxxxxx xxxxxxxx xxxxxxxx xxxxxxx **Conclusion:** xxxxxxx xxxxxxxxx xxxxxxxxxxx xxxxxxxxxx xxxxxx xx xxxxxx xxxxxxx xxxxxx xxxxxxxxx xxxxxxxx xxxxxxx xxxxxxx x x xxxx xxxxxxxxxxx xxx xxxxxxxxx xxxxx xxxxxxx xxxxxxxxxxxx xxxxxxxx xxxxxxxxx xxxxxxxx xxxxxxxx.

Descriptors: Descriptor 1; Descriptor 2; Descriptor 3.

ANNEX II

Abstract Evaluation Form

ABSTRACT EVALUATION FORM - RICM SUPPLEMENT

ABSTRACT CATEGORY:
NAME OF EVENT:
TITLE OF THE WORK:

1.TITLE OF THE WORK (maximum 3 points)

1.1. Understandable and concise	( ) **Yes** ( ) **No**
1.2. It reflects the content accurately	( ) **Yes** ( ) **No**
1.3. Does not contain abbreviations (except for internationally recognized ones, such as DNA) or commercial drug names (only generics).	( ) **Yes** ( ) **No**

2. INTRODUCTION AND OBJECTIVE (maximum 3 points)

2.1. It presents the rationale for the study's relevance	( ) **Yes** ( ) **No**
2.2. **C**learly states the research objectives	( ) **Yes** ( ) **No**
2.3. Define abreviaturas e termos especializados	( ) **Yes** ( ) **No**

3.METHODS (score only the criterion corresponding to the abstract category) 3.1. Original Research Abstract (maximum of 6 points)

3.1.1. Presents a study design appropriate for achieving the proposed objectives	( ) **Yes** ( ) **No**
3.1.2. Clearly presents the study setting	( ) **sim** ( ) **No**
3.1.3. The selection and composition of the sample are adequately described	( ) **Yes** ( ) **No**
3.1.4. The studied variables are clearly defined	( ) **Yes** ( ) **No**
3.1.5. The data collection process and the instruments used are clearly described	( ) **Yes** ( ) **No**
3.1.6.The statistical analysis is appropriate	( ) **Yes** ( ) **No**

3.2. Systematic or Integrative Review Summary (maximum of 6 points)

3.2.1. It clearly defines the study question	( ) **Yes** ( ) **No**
3.2.2. The descriptors and databases are presented, and a comprehensive search strategy was conducted	( ) **Yes** ( ) **No**
3.2.3. The inclusion and exclusion criteria were defined appropriately	( ) **Yes** ( ) **No**
3.2.4. The outcomes were described clearly and objectively	( ) **Yes** ( ) **No**
3.2.5. A methodological quality assessment of the included studies was conducted	( ) **Yes** ( ) **No**
3.2.6. The article search and data extraction were performed in a blinded and independent manner	( ) **Yes** ( ) **No**

3.3. Case Report Abstract (maximum of 6 points)

3.3.1. Appropriate and detailed description of the problem situation	( ) **Yes** ( ) **No**
3.3.2. Properly presents the location where the study was conducted	( ) **Yes** ( ) **No**
3.3.3. Appropriate and detailed description of the development of the facts	( ) **Yes** ( ) **No**
3.3.4. Appropriate description of the assessment methods	( ) **Yes** ( ) **No**
3.3.5. The identification of the participant is suppressed	( ) **Yes** ( ) **No**
3.3.6. It is original and relevant. It contributes significantly to the understanding and treatment of this disease or a new disease	( ) **Yes** ( ) **No**

4. RESULTS (maximum 3 points)

4.1. The presentation of the results is clear	( ) **Yes** ( ) **No**
4.2. The main results are highlighted	( ) **Yes** ( ) **No**
4.3. The statistical analysis is presented appropriately	( ) **Yes** ( ) **No**

5. CONCLUSION (maximum 2 points)

5.1. Mention possible generalizations and/or practical applications based on the obtained data	( ) **Yes** ( ) **No**
5.2. The conclusions are clear and based on the findings of the study	( ) **Yes** ( ) **No**

6. DESCRIPTORS (maximum 2 points)

6.1. Presents at least three words related to the study topic.	( ) **Yes** ( ) **No**
6.2. They are descriptors of DECs.	( ) **Yes** ( ) **No**

RESULT
The Scientific Committee will evaluate the abstracts in a blind manner (the names of the authors and supervisors must not appear in the abstracts submitted to the Scientific Committee). The linguistic and spelling review is the exclusive responsibility of the Scientific Committee. Works that do not present concrete results or do not contain information that provides support for their evaluation will not be accepted. Each 'yes' marked counts as 1 (one) point. Each 'no' marked does not count as a point. The Scientific Committee will classify the work as: approved, approved with suggestions, or rejected. In the case of 'approved with suggestions,' the same Committee will indicate the corrections to be made, and after a new evaluation, will decide whether to approve or reject the work. **Approved**: works that receive a score of 19 points; **Approved with suggestions**: works that receive a score between 14 and 18 points; **Rejected**: works that receive a score of 13 points or lower. .
APPROVED ( ) APPROVED WITH SUGGESTIONS ( ) REJECTED ( )
SUGGESTIONS FOR IMPROVEMENTS

EVALUATOR INFORMATION

FULL NAME OF EVALUATOR:

HIGHEST DEGREE:

COLLEGE:

Belo Horizonte .

IMPORTANT: This form must be submitted to the Research and Extension Coordination of FCM-MG by the event's Organizing Committee, duly completed, signed, and without any alterations. The evaluated work summary must be attached.

ANNEX III

Poster template

Model available at:
First day presentations:
https://www.canva.com/design/DAGvH6dJtYU/rnH8cF3aZU3gRx0gjG15xA/view?utm_content=DAGvH6dJtYU&utm_campaign=designshare&utm_medium=link&utm_source=publishsharelink&mode=preview

Second day presentations:
https://www.canva.com/design/DAGvHwjdylo/2-bGc5soIfhbwjZWRIwqSQ/view?utm_content=DAGvHwjdylo&utm_campaign=designshare&utm_medium=link&utm_source=publishsharelink&mode=preview

Free theme template

Model available at:
https://www.canva.com/design/DAGtYn5OpSU/Gmj7f9z0zw_wAkBfbBQpBA/edit?utm_content=DAGtYn5OpSU&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton

ANNEX IV
Presentation Evaluation Form

Poster Evaluation Form			
TITLE OF THE WORK:			
DATE OF PRESENTATION:			
PRESENTER:			
ADVISOR:			
EVALUATION			
CRITERIA	**YES (1 point)**	**NO (0 point)**	**Not applicable**
1. Is the title appropriate for the work?			
2. Is the structure of the text appropriate?			
3. Is the contextualization appropriate?			

4. Is the methodology clear? Was the type of study appropriate? Were the outcomes, units of measurement, instruments, and procedures described adequately?			
5. Was the data analysis conducted in an appropriate and clear manner?			
6. Do the results address the objectives of the work?			
7. Do the tables and/or figures contain useful information and are they arranged appropriately?			
8. Is the number of tables and figures limited to a minimum necessary for presenting the obtained data?			
9. Are the data not duplicated in graphs, tables, and text?			
10. Does the conclusion address the objectives of the work?			
11. Is there relevance in the choice of topic?			
12. Does the work possess originality?			
13. Was the presenter able to discuss and synthesize the findings (and/or) project?			
14. Was the aesthetic presentation adequate?			

OBSERVATIONS:

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DATE: _____ / _____ / _____

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_____ **EVALUATOR PROFESSOR**