

GENERAL PRACTICE EDUCATION AND TRAINING CONVENTION

Adelaide Hilton Hotel, 2-3 September 2009

10 March 2009

Dear Reviewer

2009 GPET CONVENTION Abstract Review and Selection

Thank you for agreeing to assist with the online review and selection of abstracts for the 2009 GPET Convention.

We have received 89 abstract submissions for your review and while this number may seem daunting, we don't anticipate it to be an onerous task as several of the submissions comprise two or three lines only and the majority are just one short paragraph. Nevertheless, if you do feel it is a problem for you to review this number of abstracts over the next four weeks, please contact Doreen Culliver on Telephone 02 6288 3998 or Email gpnet@onqconferences.com.au so that we can make alternative arrangements.

How to review the abstracts

1. The web page address to gain access to the Reviewer Zone can be saved to your desktop. It is <https://events.onqconferences.com.au/rs.esp?id=24&scriptid=SPREV1>
2. To enter the Reviewer Zone and view/score the abstracts, please open the Reviewer Zone web page (link above), enter your personal access key in the box provided.
3. Your personal access key has been sent to you.
4. Then press the 'Enter Reviewer Zone' button. The first page will show your name and some brief instructions, followed by a list of abstract titles.
5. Each title serves as a link into a second page containing abstract details, the list of review criteria and scoring table, and a comments box.
6. Click on the 'View PDF' button to view the actual abstract.
7. Score the abstract and add any comments in the comments box for each abstract.

If you have any questions or experience any trouble please don't hesitate to contact Doreen Culliver on Telephone 02 6288 3998 or Mobile 0408 883 998. Also please notify us immediately by email to gpnet@onqconferences.com.au if you notice any of the following:

- the abstract is blank (i.e. there is no abstract when you click on the 'View PDF' button)
- the abstract is your own or you recognise it and are able to identify the author/s or organisation/s involved thereby risking a 'biased' review; or
- the abstract contains details that it shouldn't, e.g. author/co-author names, affiliations or contact details.

Abstract assessment timeline

The abstracts are **ready for on-line assessment today** and it would be appreciated if you could complete the abstracts by COB on Thursday 9th April 2009.

Criteria for evaluation of abstracts for potential presentation at GPET 2009

The criteria for assessment of the abstracts are detailed below. Please read through the information before commencing your assessment of them to ensure that you are clear about the assessment required.

Submissions

Abstracts are received for workshops and two categories of paper presentations – research and innovation. This self-classification by the author/s of the type of submission should be kept in mind when reviewing each abstract. Another important matter is the extent to which the abstract addresses the theme of the Convention: *Sustaining Passion: the art, science and nature of general practice*.

Assessment criteria and scoring

Abstracts selected for presentation at the Conference must meet one or more of the following criteria:

1. **Relevance:** Have an emphasis on, and/or a relevance to, current issues in vocational general practice training in Australia [ie. A paper for this Convention, not another].
2. **Methodical:** Not just simply describe a program undertaken, or a service developed etc. – recommendations and or insights/learnings need to be included [new policy/actions].
3. **New knowledge:** Provide new ideas or develop further what we already know and have shared previously [new news, not old]
4. **Convention theme:** Offer something unique and/or required in the overall Convention program [Convention theme]
5. **Outcomes of regionalised GP Training:** Provide insights or outcomes related to the policy objectives of regionalisation.
6. **Quality:** be of high quality, scientifically and/or in other ways.

Assessors must rank each abstract against each of the six criteria using a three-point scale:

Scale: 0 = not at all; 1 = somewhat; 2 = to a large extent.

Assessments will result in a per abstract score in the range 0-12. The aggregated score (from all assessors) will be used to rank the abstracts.

GPET wishes to thank you for your participation in this important developmental aspect of the Convention program. Without the assistance of those with knowledge of the field, the process of selecting an interesting and informative selection of papers would be very difficult.

Kind Regards

Lauren Kennelly
GPET Convention Coordinator