

Regulation ABSTRACTS – COPA SAESP 2027

São Paulo Congress of Anesthesiology

1. REGISTRATION

- a. Only works sent via the official system (below) will be evaluated:

<https://saesp.iweventos.com.br/evento/copa2027/home>

- b. **Work submission period: October 20, 2026 to January 31, 2027.**

- c. Submissions can be made in PORTUGUESE, ENGLISH, or SPANISH.

Each author or co-author may be designated as the presenter for a maximum of 4 (four) papers.

2. ABSTRACT SUBMISSION

- a. ENROLLMENT: Include the data of the CORRESPONDING AUTHOR, who will be responsible for the submission.
- b. CATEGORY: Specialist doctor, Postgraduate, Resident, Student.
- c. COAUTHORS: The **mandatory** data to register the author and each one of the coauthors is ID number, first and last full names, institution (without acronyms or abbreviations), email address, and telephone number. Up to four (4) co-authors per paper will be accepted. At least one of the authors must be a specialist (that is, must have completed the medical residency).
- d. PRESENTER DESIGNATION: It is **mandatory** the presenter of the work to be one of the AUTHORS, as well as to be **registered for COPA SAESP 2027**.
- e. TITLE: Must be concise and be related to the study objectives as well as indicate the type of study (e.g. Study title: case report).
- f. INSTITUTION: Where the study was conducted and/or main work place of the CORRESPONDING AUTHOR. Write the institution's FULL NAME, without using acronyms or abbreviations, informing city, state, and country.
- g. AREAS: Choose an area from the list in the submission system (Cardiovascular anesthesia, Anesthesia for transplantation, Specialty anesthesia, Geriatric anesthesia, Trauma anesthesia, Obstetric anesthesia, Diagnostic/ interventional anesthesia, Neonatal and pediatric anesthesia, Regional anesthesia, Complications in anesthesia, Pain medicine and palliative care, Education in anesthesia, Pharmacology,

Management, quality and risk, Innovation and technology, Perioperative medicine, Neuroanesthesia and neurosciences, Ophthalmologic anesthesia, Fluid management, Intensive care, Blood transfusion and coagulation, Airway management).

h. TYPE OF STUDY:

- i. **Scientific Research** (original research) – observational study: cohort, case-control, cross-sectional (including questionnaires/surveys), diagnostic accuracy, and validation; experimental research: randomized or non-randomized clinical trial, animal research, and laboratory research. Clinical trials must provide a registration number.
- ii. **Case Report** – case report: description of 1 patient; case series: description of ≥ 2 patients, without a comparison group.
- iii. **Systematic Review** – with or without meta-analysis, following PRISMA. Prior registration (e.g., PROSPERO) is recommended.

Quality improvement projects, educational studies and economic evaluations will be classified according to their methodological design. Narrative, scope or integrative reviews will not be accepted.

- i. **ABSTRACT:** Depending on the type of study, the text must include specific topics, as shown below.

i. **Scientific Research or Systematic Review:**

- Introduction (with rationale and objectives)
- Methods
- Results
- Discussion
- Conclusion
- References

ii. **Case Report or Case Series:**

- Introduction
- Case Report/ Case Series
- Discussion
- References

Before submitting check the EQUATOR Network to adjust the text to your abstract according to the study design: <https://www.equator-network.org/>. Write a continuous text and be concise. Be clear, define acronyms, and pay attention to grammar.

- j. **USE OF ARTIFICIAL INTELLIGENCE (AI):** Generative AI tools must NOT be used to generate scientific content or replace the authors' intellectual work.
 - i. The use of generative AI to produce – wholly or substantially – literature reviews of any kind, including systematic reviews and meta-analyses, is prohibited. The search, selection, critical appraisal, analysis, and synthesis of the literature must be conducted by the authors in accordance with appropriate scientific methodology.
 - ii. The use of AI tools is permitted to assist with grammar checking, translation, linguistic refinement, and improving text clarity, provided it does not result in the generation of new scientific content or alter the interpretation of the data.
 - iii. The authors are solely responsible for the originality, accuracy, integrity, and veracity of all submitted content, including data and bibliographic references.
 - iv. The use of AI tools inconsonant with this regulation may result in the rejection of the work by the Scientific Committee.

Authors must declare the use of artificial intelligence (AI) tools and will be held responsible for the entire content of the submitted abstract. If used in any of the permitted ways, the specific tool must be identified, and the necessary rights and permissions must be secured.

k. TABLE OR FIGURE

- i. The author can attach up to 1 (one) table OR figure by study.
- ii. Graphics, figures and tables can be uploaded as jpg, png or bmp.
- iii. The maximum size allowed is 500 KB, with maximum dimensions of 600 (width) x 800 (height) pixels.

l. ETHICS COMMITTEE APPROVAL

- i. **Clinical research studies** must include approval from the Human Research Ethics Committee (HREC).
- ii. **Experimental studies** must include approval from the Animal Research Ethics Committee (AREC).
- iii. **Case Reports:** it is mandatory to click on the corresponding area of the submission system that the authors have the Informed Consent Form

signed by the patient or their guardian; OR upload to the system the approval of the Ethics Committee; OR submit to the system an authorization from the hospital's medical board.

By clicking on the field affirming there is a signed Informed Consent, the corresponding author, on his behalf and on behalf of his co-authors:

- (a) declare that I have the Informed Consent Form signed by the patient or their legal representative, covering both publication and presentation at a scientific event;
- (b) undertake to retain it and to present it to SAESP or to a competent institution at any time, upon a justified request, through a means that preserves patient confidentiality;
- (c) assume sole responsibility for the truthfulness of this declaration and undertake to reimburse SAESP for any losses arising from a false declaration;
- (d) acknowledge that any false statement will result in disqualification, removal of the work from the proceedings and from the supplement and may lead to notification of the author's institution of origin.

Case reports with no documentation may or may not be accepted to be presented at COPA SAESP 2027 at the discretion of the Scientific Committee but will not be published in the Abstracts supplement of the Perioperative Anesthesia Reports (PAR).

m. REFERENCES: Each work must have at least one and a maximum of two references in Vancouver style.

References with up to three authors must cite them all. With more than three authors the first three must be cited followed by "et al". It is mandatory to include the DOI in article references.

Below is a Vancouver style guide to different types of references.

i. Journal article

Authors. Article title. Journal, year; volume: initial-end page. (e.g. Carmona MJC. São Paulo earns a new scientific journal, honoring the Brazilian scientific community. Periop. Anesth. Rep. 2023;1:e000123).

ii. Book chapter

Chapter authors. Chapter title. In: Authors (editors). Book title. Edition (from second on). City, Publisher, year; initial-end page.

iii. Text on internet

Authors. Title. Available on “www...”. Accessed on (access date).

All references will be verified and validated. Non-existent and/or incomplete references will be deleted. Abstracts must include at least one valid reference; otherwise, they will not be published in the supplement Abstracts COPA SAESP 2027

- n. KEYWORDS: Include up to three Keywords according to [DeCS – Descritores em Ciências da Saúde \(bvsalud.org\)](http://DeCS-Descritores-em-Ciencias-da-Saude.bvsalud.org).
- o. CONFLICTS OF INTEREST and FUNDING SOURCE must be declared.

3. GENERAL RULES

- a. TEXT SIZE: **up to 2.500** characters (with spaces).
- b. THERE WON'T BE ALLOWED, under any pretext or circumstance, allusions, acknowledgments, or references that might be considered commercial promotion of products, equipment, their manufacturers or distributors. Medications must be cited by their pharmacological name, and equipment by product reference.
- c. THERE WON'T BE ACCEPTED Abstracts presented in congresses and/or academic events or extracted from articles that are already published on the submission date. However, if the article was submitted to a journal but is being reviewed or waiting for publication, it can be submitted.
- d. DO NOT CITE the institution in the title or in the abstract nor include references that allow the identification of the work's origin in order to ensure impartiality in the evaluation.
- e. DO NOT INCLUDE in any circumstance data that allows patient identification.
- f. CORRECTION: the abstracts can be edited even after submission until the submission deadline. No changes will be allowed after this date.
- g. FILES: make sure to save the files with a simple, objective name without special characters.

4. AFTER SUBMISSION

- a. Only forms filled out correctly and that comply with all rules and regulations will be accepted.
- b. Authors will receive confirmation of receipt and be notified on the status of their work (approved, request for revisions, or rejected) via the registered email address.

5. PRESENTATION

- a. The list of the abstracts approved for presentation will be announced on the **COPA SAESP 2027 website (<https://saesp.org.br/copa>)** until April 10, 2027, as well as the schedule of dates and times for the presentations.
- b. All the approved studies will be presented as **digital poster**.
 - i. A template for the poster will be made available on COPA SAESP 2027 website and must be used for the presentation.
 - ii. The poster must have a synthesis of the study with the following items: title, list of authors, institutions, and sections according to the type of study.
 - Scientific research/ Systematic review: Introduction with rationale and objectives; Methods; Results; Discussion; Conclusion; References
 - Case or series report: Introduction, Case report, Discussion and References.
 - iii. It is allowed the inclusion of up to three images/ figures/ graphics.
 - iv. The presentation must have only one slide, and the file must have up to 2 MB.
 - v. The name of the submitted file must be **submission number-name of the corresponding author**.
- c. **The file of the approved e-posters must be attached to the system by March 31, 2027.**
- d. The presentation of each abstract must last up to ten minutes and will follow strictly the order shown on the website.
- e. The session evaluator will have five minutes to debate each presentation.

- f. If the registered presenter is unable to attend, another author may replace them, as long as they are registered for COPA SAESP 2027.
- g. If the presenter of a registered and approved paper fails to appear and is not replaced by another author at the scheduled time and location, they will not be allowed to submit papers the following year unless they provide a justification to the organizing committee within fifteen days of the conclusion of COPA SAESP 2027.

6. CERTIFICATE

- a. The certificate will be made available to the CORRESPONDING AUTHOR by the system for download. The corresponding author must forward it to the other authors.

7. AWARD

- a. The PRESENTER of the Best Abstract presented at COPA SAESP 2027 will be awarded with a registration to COPA SAESP 2028 besides getting an allusive certificate.
 - i. If the presenter can't go to COPA SAESP 2028, the award cannot be replaced. However, the winner can transfer the registration to one of the coauthors of the awarded work.
- b. The Best Abstract award will be granted only to studies in the following category: **Observational Study, Experimental Study or Case Series.**
- c. **Evaluation:** for award purposes, the scores obtained in the structured evaluation of the work (conducted prior to the presentation stage – weighted at 8) will be considered, as well as the presentation score (weighted at 2), in accordance with the criteria established by the Scientific Committee.
 - i. The winner will be the work with highest score among the works eligible for the award.
 - ii. In the event of a tie in the final score, the Scientific Committee of COPA SAESP 2027 will determine the winning paper.