Case Submission Guidelines

- 1. You must be registered for the 2026 ACMG Annual Clinical Genetics Meeting in Baltimore, Maryland, and able to attend in-person.
- 2. Because educational credit is offered for these sessions, all presenters must comply with <u>ACMG's financial disclosure policy</u> when submitting a case. In most circumstances, presenters cannot be employees of an ACCME-defined Ineligible Company (i.e., companies whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients). Limited exceptions may apply and, when necessary, ACMG Education will implement appropriate mitigation strategies.
- 3. Submit a brief description of the proposed case including why it would be of interest to share with the community. You are allotted up to 400 words for your description. The program will not allow submission if the maximum number is exceeded.
- 4. A draft PowerPoint slide (see example "Case submission example") is also helpful for the moderators to consider your case proposal. The draft PowerPoint slide should include the following:
 - Description of clinical presentation
 - Diagnostic methods and their most important findings
 - Learning points from the case
 - NO patient identifiers or other identifying information (based on HIPAA definition)

If your proposed case is accepted for ACMG 2026, the moderators will request the following*:

A final presentation Powerpoint slide deck with a total of 10 slides for the Laboratory Diagnostic Challenges and 5 slides for the other sessions.

- Complete participation forms in an online system (i.e., HIPAA authorization, financial disclosure and AV release forms).
- All presenters must comply with <u>ACMG presenter branding policy and guidelines</u>.
 Use the provided "ACMG Case Submission Slide deck Template" to allow easier collection of cases into a single deck later. To comply with the ACMG <u>Branding Policy</u>, any affiliation logos should <u>only</u> be present on the title slide.
 Any acknowledgements should <u>only</u> be present on the title slide.
- Use screenshots of web searches as WIFI access can be unreliable.
- For consistency across cases, slides should generally have a white background with black text.; Colorful illustrations are encouraged.
- Final presentation slides must be completed by February 27, 2026.

^{*}You will be contacted by ACMG with details and to access these forms.