



Annual Meeting Poster Requirements

During the Annual Summit (May 4, 2023), all participating hospitals will present a poster that tells the audience about their work. Please review the guidelines below and email your coach if you have any questions.

Poster Size and Submission Guidelines

- Only one poster per hospital is required
- PQCs will be required to submit an electronic copy of their poster to their PQC coach via email by **April 30, 2023** and print a hard copy to display at the meeting
- Printing your poster:
 - Posters must be no wider than 42"
 - You may choose to create and print a scientific poster, or share your information in a PPT (print one slide per page)
 - Teams will hang posters on May 4th after registration
 - Instructions for your poster location will be provided at registration

Display Tips for Poster

- Be creative! The goal is not to create a polished product. Keep it simple and straightforward—we don't want you to spend a lot of time but have fun!
- Pictures (including of people/team members)
- Large font size
- Color to highlight key messages
- Clear titles and labels if you include graphs (X and Y axes, dates, brief explanation of what it shows)

Elements to Include on the Poster

- Required Elements:
 - Organization Name
 - Problem Statement
 - Focus Area
 - Status
 - Measures
 - Key Interventions
 - Results
 - "On this topic, our team would most like to learn from our peers..."
- Optional Elements:
 - Engagement and Buy-In
 - Launching Initiative
 - Dissemination
 - Sustainability