

# Invitation to Participate

The International Skeletal Society (ISS) invites members to submit Case Submissions to be considered for presentation at the 2023 ISS Members Meeting.

## 2023 ISS Members Meeting

October 9-10, 2023

QEII Convention Center

London, England

**Online Case Submission Final Deadline: Monday, January 23, 2023**

**Glass Slides must arrive by January 23 (best to send in December)**

### **Important Submission Notes BEFORE you start your online submission:**

- Disclosures for ALL authors must be filled out in the submission form before submitting case.
- Each case **MUST** have a submitting ISS member who will be present at the meeting and on the platform for presentation.
- When filling out the submission form, please indicate which authors will be presenting and available in London on October 9-10 to present, if this case is selected.
- Each institution can submit as many cases as they would like however each author can only be listed as first author for up to two (2) cases.

### **Submission Process (all three must be completed for submission to be final):**

1. Complete your 2023 ISS Members Meeting Case(s) online to generate a submission number by **Monday, January 23, 2023**.  
\*Do not list the Final Diagnosis in your online submission. (The Final Diagnosis should only be listed on the first slide of the emailed PowerPoint).
2. Email the completed **PowerPoint Presentation (PPT)** with the **Online Case Submission Number** generated by Catalyst by **Monday, January 23, 2023**.
  - A. Email (only) to the following [ISSLondon2023@gmail.com](mailto:ISSLondon2023@gmail.com)
  - B. Use provided PPT template that can be downloaded and submitted by EMAIL ONLY, see template for rest of instructions. **DOWNLOAD TEMPLATE**
  - C. Include online case submission number to the email subject line and in the name of your PPT.
  - D. Label all radiologic imaging, special stains and immunohistochemistry, laboratories, procedures, and/or molecular/genetic studies in the PPT.

3. Federal Express or Express Mail your labeled **Glass Slides** and hard copy of your **Online Case Submission Form** by **Friday, December 30, 2022**. Send without signature only (secure camera location).
  - A. Please mail 5x recut of all H&Es (one each IHC) and use blank white labels for slides and indicate your **Online Case Submission Number** and label all immunohistochemistry (IHC)".
  - B. Print first page of online submission form – with Catalyst number, email address, and diagnosis.

**FED EX and EXPRESS MAIL ADDRESS:**

C/O Dr. Julie C. Fanburg-Smith, MD, Bone & Soft Tissue Pathologist  
RE: CASE SUBMISSION  
(cc: J. Smith)  
1042 Dead Run Drive  
McLean, VA 22101, USA  
Telephone: 1-703-623-7013  
NO SIGNATURE REQUIRED

**Deadline for Catalyst Submission and PPT Email – Monday, January 23rd**

**Express Mail of Slides: Friday, December 30<sup>th</sup> (slides must be received by January 23<sup>rd</sup>)**

**\*\*Accepted Members Meeting case presentation materials may be stored electronically and accessible to ISS members in digital format.\*\***