

9 November 2011

Re: Abstract submission for the International Forum on Quality and Safety in Health Care, 17-20 April 2012, Le Palais des Congres, Paris.

Dear Dr Joanne Morris,

Thank you for submitting your abstract(s) for the International Forum on Quality and Safety in Health Care 2012.

We are delighted to confirm that your abstract 377.00 has been selected for an **"Oral Presentation"**

Title:	DAWN - Diabetes Appointments via Webcam in Newham
Paper Number:	377.00

All abstracts selected for an oral presentation have been grouped into themed and chaired 60 or 90 minute sessions. These sessions are shared with other speakers, presenting work of a similar subject/topic.

Your presentation is under the theme of **"Access"** and you have been allocated 20 minutes (10 minutes presentation time and 10 minutes for questions).

To ensure the sessions run well and to allow for discussion and questions, it is essential that you keep to the time allocated. To assist you with this, we are asking all speakers to use a maximum of 6 slides and we suggest the following structure:

- An outline of context – eg describe your situation/place of work/staff/patients groups
- A brief overview of the problem
- A brief summary of your approach
- A summary of your results
- Lessons you have learned that would be useful for others

We also suggest that you prepare a handout for distribution on the day containing further details of your work.

Your presentation will take place on **Friday 20 April 2012 from 1415 (Session I8)**

Please let me know by Monday 21 November whether or not you are able to accept the invitation. If yes, please confirm the name of the speaker, their job title and full contact details, if different from that of the original submitting author. Please note that only one author is invited to present and only the confirmed speaker will be listed on the final programme.

All oral presenters will need to register for the Forum for their attendance and pay the full registration fee. You can review the fees and register online at

www.internationalforum.bmj.com. Please note that the early bird deadline is 30 January 2012.

If you have submitted more than one abstract we will be notifying you of these results within the next couple of the weeks. If you have any questions about this invitation, please do not hesitate to contact me.

Yours sincerely

Emma

Emma Miles, BMJ Events
On behalf of the International Forum Team
Tel + 44 2(0) 7383 6281, Fax: +44 2(0) 7554 6997