Poster Fair Guidelines & Resources
What Do You Need To Do?

Step 1 – Anytime now
• Decide on your topic, how you will illustrate your results & showcase the opportunity your poster addresses

Step 2 – Begin to Publish your poster
• The following guidelines have been drafted to assist in preparing your poster.
• Poster Fair PowerPoint sample templates are also available at:
  http://www.nshealth.ca/files/qualitysummitpostertemplate012015–09–21.pptx
  http://www.nshealth.ca/files/qualitysummitpostertemplate022015–09–21.pptx

Step 3 – By October 26th
• You need to complete the Poster Fair Application Form found at:
• Your submission needs to include:
  ▫ Site/Organization
  ▫ Poster Title
  ▫ Contact person(s) (with phone and email)
  ▫ Team members
  ▫ Electronic version of the poster submission
Who Needs the Poster Submission & Where Does It Go?

- All Poster Fair entrants must have an electronic submission. A copy of the form can be obtained by going to: [http://www.nshealth.ca/files/2015qualitysummitsubmissionform2015-09-21.docx](http://www.nshealth.ca/files/2015qualitysummitsubmissionform2015-09-21.docx)

- Blank poster templates, useful for starting out are also available at: [http://www.nshealth.ca/files/qualitysummitpostertemplate012015-09-21.pptx](http://www.nshealth.ca/files/qualitysummitpostertemplate012015-09-21.pptx)  [http://www.nshealth.ca/files/qualitysummitpostertemplate022015-09-21.pptx](http://www.nshealth.ca/files/qualitysummitpostertemplate022015-09-21.pptx)

- A copy of the completed submission must be e-mailed to [joseph.beck@nshealth.ca](mailto:joseph.beck@nshealth.ca)

- Your contact person will then receive a confirmation either by phone or email within the week confirming your application and submission.
Posters Voting

• All posters will be available **online for voting from October 29–November 12.** (A link will be provided over the next few weeks for this).

• The **3** poster submissions with most number of votes during the online voting period will win poster fair awards (top 3 for all submissions regardless of zone/organization).

• Poster “peoples choice” ballots in each area will also be collected over the three day event with tallying occurring at noon on November 19.

• Copies of the award winning posters will be displayed at the closing ceremony (Nov. 19) where formal announcements of poster fair awards will be made.
Poster Display

- A selection of the top posters from each NSHA Zone, IWK and DHW identified during the voting period will be printed for physical display during the Nova Scotia Health Quality Summit event in each of the broadcasting locations.

- ALL posters will be displayed via projector slide show during the Quality Summit and can continue to be viewed online as well.

- Location details will be communicated shortly. Please stay tuned.
Poster Design

• Posters should indicate the title, the people involved, the process & content and the outcomes and successes.

• We ask to try to avoid solid background colors and if possible keep pasted photos to a minimum.
Suggestions for Poster Content & Judging Considerations

- Improvement methodology clearly evident
- Baseline measurement/assessment demonstrates why improvement is desired/ necessary
- Interdisciplinary team involvement clearly evident
- Evidence of the use of quality tools
- Action plan utilized to obtain the improvement is clearly demonstrated
- Results of re-measurement or the plan for projected re-measurement are present
- Project demonstrates a significant improvement in a process, outcome, or cost savings
- Project relates directly to the strategic strategy
- Project improved an aspect of clinical performance/ patient care/ patient management
- Information on display flows well
- Clarity of information
- Overall appearance and visual interest.