

# CONFERENCE RULES AND REGULATIONS

## §1. General provisions

- 1.1. These Regulations define the rights and obligations of Participants of the 12th International Days of Physiotherapy.
- 1.2. The Conference is organised by the Faculty of Physiotherapy, **Wroclaw University of Health and Sport Sciences**, hereinafter referred to as the "Organizer".
- 1.3. The conference will take place on 18-19 September 2026 at the Faculty of Physiotherapy, **Wroclaw University of Health and Sport Sciences** (Wrocław, al. Paderewskiego 35 (building P4).
- 1.4. Conference participants may include physiotherapists, physicians, medical students, and other persons professionally associated with the subject matter of the Conference, as well as representatives of partners.
- 1.5. The Conference will include scientific and educational sessions, workshops, and an exhibition by event partners. The detailed Conference schedule is available on the website [www.mdf.awf.wroc.pl](http://www.mdf.awf.wroc.pl). The Organizer reserves the right to update the program and will inform participants via the website.
- 1.6. Each Participant taking part in the Conference will receive a certificate of participation.
- 1.7. For participation in the Conference, the Participant will receive educational points in accordance with the rules established by the District Medical Chamber, provided that the District Medical Chamber has provided for such a possibility.

## §2. Conference Registration

- 2.1. Participation in the Conference is conditional upon registration via the registration form and timely payment of the fee in the amount and to the account specified by the Organizer. All necessary information regarding the registration process can be found on the Conference website [www.mdf.awf.wroc.pl](http://www.mdf.awf.wroc.pl). Registration is effective upon receipt of payment.
- 2.2. The participant will receive confirmation of registration electronically.
- 2.3. The deadline for submitting applications for participation in the Conference is 17 September 2026. The Organizer allows for the possibility of early closure of registration if the available places are filled.
- 2.4. The Organizer is not responsible for incorrect data provided by the Participant during the registration process.
- 2.5. Submitting an application constitutes acceptance of the Conference Regulations and the obligation to comply with the law.
- 2.6. The Participant will receive a certificate containing the obtained educational points (defined in accordance with the Regulation of the Minister of Health of 6 October 2004 (Journal of Laws of 2017, item 1923) on the methods of fulfilling the obligation of professional development of physicians and dentists) only in the case of participation in the entire Conference.

## §3. Paper submission

- 3.1. **Conference** participants have the opportunity to submit scientific papers.
- 3.2. Submissions are made by sending a summary of the work in Polish and English exclusively via the online form – email submissions will not be considered.
- 3.3. Only original works are accepted for submission.
- 3.4. Papers are evaluated by the Scientific Committee and qualified for oral or poster presentation. Authors may suggest a preferred presentation format, but the final decision rests with the Scientific Committee. To do this, please indicate your preferred submission format on the registration form: oral presentation or poster presentation (poster).
- 3.5. Submitted abstracts of original papers must not have been previously published or presented at other meetings, conferences, or similar events..
- 3.6. The summary should be send **until June 30, 2026**
- 3.7. The qualification decision will be communicated to the author's email address provided in the registration system within 21 days of the end of the recruitment process.
- 3.8. Summary Requirements
  - The abstract should be sent in English or Polish
  - It is not acceptable to exceed 350 words, excluding data about personal authors and their affiliations as well as paragraph names.
  - No tables, charts, or illustrations are permitted.

-Abstract must contain:

- title,
- details of the presenting person: (name and surname, e-mail, telephone number)
- details of all authors (names and surnames) and affiliations (in Polish and English),
- keywords (max. 6) in Polish and English,
- The text should be divided into the following sections: Introduction, Aim, Materials and Methods, Results/Discussion, Conclusions.

### 3.9. Rules of presentation

- *Oral presentations:* By decision of the Scientific Committee, qualified papers will be assigned to appropriate thematic sessions; the session number and presentation time will be provided in the final announcement. The preferred language for presentations in the oral sessions is English.

- *Poster session :*

- posters are displayed throughout the Conference,
- paper and electronic poster formats are required
- posters in paper form should be delivered on the first day of the Conference to the Participant Registration Point

#### poster form

- structured: aim of the work, material, methods, results, conclusions, references
- poster language: English
- maximum dimensions of the poster in the paper version 100 cm x 140 cm, vertical orientation
- the electronic version of the poster should be sent to [mdf@awf.wroc.pl](mailto:mdf@awf.wroc.pl) by **September 15, 2026** (PDF format, max 20 MB).
- the works presented in the form of posters will be presented by the authors during the Poster Session on the second day of the Conference

**3.10.** The Organizer is not responsible for the theses and views expressed by Participants, neither for their form nor their substantive content.

**3.11.** Participants may not express ideas or views that incite hatred or discrimination against any person based on race, culture, ethnicity, religion, worldview, or gender. Furthermore, the promotion of ideologies and symbolism associated with totalitarian systems is prohibited.

## §4. Fees

**4.1.** The Conference participation fee depends on the registration and payment deadline:

### **OPTION 1:**

Active or passive participation in the Conference (depending on the payment deadline)

01/02/2026 – 31/03/2026 130 EUR (155USD)

01/04/2026 – 15/07/2026 150 EUR (170 USD)

16/07/2027 – 17/09/2026 170 EUR (180USD)

### **OPTION 2:**

Participation in workshops. The cost of each workshop is 50 EUR (60 USD) for conference participants and 70 EUR (85% USD) for others.

### **OPTION 3**

Participation in the gala banquet. The cost is 120 EUR (150USD) per person.

### **Payments in EUR should be made to the account number:**

PL22 1240 3464 1978 0010 6321 0188

**transfer title:** KFI001/ OPTION No. / Surname and Name

**SWIFT:** PKOPPLPW

### **Payments in USD should be made to the account number:**

PL10 1240 3464 1787 0010 6321 0351

**transfer title:** KFI001/ OPTION No./ Surname and Name

**SWIFT:** PKOPPLPW

4.2. The Conference participation fee must be paid to the account indicated by the Organizer within 7 days of completing the registration form, but no later than September 17, 2026. Suggested transfer reference:

**KFI001/ OPTION No./ Surname and Name**

4.3. Failure to pay on time entitles the Organizer to cancel the registration.

4.4. The Organizer will issue a VAT invoice or a fiscal receipt.

4.5. The payer (invoice recipient) is the entity ordering the service.

4.6. The conference fee covers participation in all scientific and educational sessions, organized coffee and lunch breaks, and admission to the Conference Partners' exhibition.

4.7. **The conference fee does not include the costs of accommodation, travel, workshops, or the banquet.**

## **§5. Accompanying Events**

5.1. During the conference, practical workshops will be organized and conducted by invited experts.

5.2. Participation in the workshops requires separate registration via a dedicated registration form available on the Conference website.

5.3. A detailed workshop schedule will be available on the Conference website.

5.4. A formal banquet will be held on 18 September 2026. Participation in the banquet must be declared in the conference registration form.

5.5. The number of places for workshops and the banquet is limited. If all available places are filled, acceptance will be determined by the order of payment.

5.6. Workshops and banquets require an additional fee:

Cost of each workshop:

- for conference participants	50 EUR (60 USD)
- for others	70 EUR (85 USD)
- banquet cost:	120 EUR (150 USD)

5.7. The fee must be paid within 7 days from the date of registration for the event, no later than 17 September 2026. Account number PL22 1240 3464 1978 0010 6321 0188 (**EURO payments**)

or PL10 1240 3464 1787 0010 6321 0351 (**dollar payments**). Transfer reference: for workshops: **KFI001/ OPTION 2 / Surname and Name**, or for gala banquet: **KFI001/ OPTION 3 / Surname and Name**

## **§6. Conference Participation Cancellation**

6.1. The Participant may withdraw from participation in the Conference within 14 days from the date of booking participation, but no later than September 13, 2026. The Participant's withdrawal from participation in the Conference should be made in writing.

6.2. The refund will be made within 14 days to the indicated bank account.

## **§7 Rules and Procedures During the Conference**

7.1. Participants are required to wear an ID badge.

7.2. The Participant complies with fire protection and occupational health and safety regulations.

7.3. Filming and photography require the consent of the Organizer.

7.4. The participant consents to the use of his/her image if it constitutes a background element in accordance with Article 81 section 2, point 2 of the Copyright Act.

7.5. Participants are responsible for any damage caused on the premises.

7.6. The Organizer is not responsible for lost or stolen items.

7.7. Certificates will be available at the Conference Secretariat on September 19, 2026.

7.8. Correspondence is conducted via email.

7.9. The participant is obliged to keep his/her contact details up to date.

## **§8 Cancellation of the Conference**

8.1. Neither party shall be liable for any failure to perform any obligation or for the cancellation of the Conference caused action forces higher. By concept "forces higher" understand it should be suddenly an external event, impossible or almost impossible to predict, the consequences of which cannot be prevented, making it impossible to conduct the Conference or to conduct the Conference properly - including in particular epidemic threat states, epidemic states, other sanitary and epidemiological threat states related to the actions of public authorities or other diseases, including infectious diseases, cataclysms forces nature, wars, acts terrorism, strikes, ordinances power public limiting or preventing the Organizer from conducting its activities.

**8.2.** In case a force higher will prevent the organizer execution obligations, immediately notify about such interruption of the performance of obligations and its cause.

**8.3.** In case of circumstances specific to §8 points 1, the Organizer will inform the registered Conference Participants.

**8.4.** Informing about changes that will happen by sending information by letter electronic on address given in the Registration Sheet and posting appropriate information on the Conference website.

**8.5.** The Organizer shall not be liable for any loss of profits or any costs incurred by the Conference Participant in connection with the changes described in §8.1

In the event of complete cancellation of the Conference, the Participant shall receive a full refund of the fee paid.

## **§9. Complaints and Claims**

**9.1.** Complaints may be submitted in writing or electronically within 14 days of the end of the Conference.

**9.2.** Complaints will be considered within 15 days of receipt.

**9.3.** The Participant will be notified of the acceptance or rejection of the complaint in writing to the address indicated in the Registration Sheet.

## **§10. Final provisions**

**10.1.** The personal data provided are processed in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR). Participants have the right to access, rectify, erase, restrict, object, and transfer their data. Contact the data protection officer at [iod@awf.wroc.pl](mailto:iod@awf.wroc.pl).

**10.2.** The Organizer is the data controller of the Conference Participants' personal data. The data provided during registration are processed and used by the Organizer for purposes related to the organization of the Conference and for the fulfillment of statutory tax obligations.

**10.3.** Conference Participants have the right to inspect and delete their personal data. Conference Participants must notify their request by registered mail sent to the Organizer's address.

**10.4.** Any disputes that may arise from participation in the Conference will be resolved by the court with jurisdiction over the defendant's registered office.

**10.5.** In matters not regulated by these Regulations, the provisions of Polish law, in particular the Civil Code, shall apply.

**10.6.** Events organised as part of the Conference under these Regulations are of a closed nature and do not constitute mass events within the meaning of the Act of 20 March 2009 on the safety of mass events.

**10.7.** All correspondence with the Conference Participant under this Agreement will be sent to the e-mail address provided in the Registration Sheet, excluding matters described in § 8.

**10.8.** The Conference Participant is obliged to update his/her contact details on an ongoing basis under penalty of losing the claim.

**10.9.** The Organizer is not responsible for the impossibility of delivering correspondence to the Conference Participant due to incorrect and/or incomplete data in the Registration Sheet.

**10.10.** These Regulations come into effect on the date of their posting on the Conference website.

**10.11.** The Organizer reserves the right to amend these Regulations. Changes will take effect upon their posting on the Conference website.