

Instructions to the Authors

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About the Journal



International Journal of Advanced Medical and Health Research (IJAMHR) is a research-based publication of JIPMER, an Institution of National Importance that advances or illuminates medical science, published twice a year. It is a peer-reviewed, online, open access, international journal that receives articles from all over the world. IJAMHR is a general medical journal that publishes original research, invited reviews, and case reports covering all aspects of medical and health research including clinical medicine and surgery, basic medical sciences, public health, and medical education. The Journal welcomes submissions written in English from authors all around the world.

Manuscripts are accepted for publication based on the following criteria,

- The research should be ethically conducted
- Study design and analysis should be methodologically sound
- The study should be coherently and transparently reported
- The paper should not have been previously published anywhere else except as a conference abstract or a university thesis.

We do not reject papers merely because of 'negative' results. We would be pleased to consider systematic reviews and meta-analyses under the original research category.

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The IJAMHR publishes peer reviewed quality biomedical research in the form of original research articles (basic research, clinical and surgical), review articles, editorials, perspectives, commentaries, symposia, rapid communications, health system research, students' research, medical ethics, historical aspects, dispatch (case reports), correspondence, images/ videos in clinical practice and book reviews from around the world. The special issues may be published with an invited editor. The local ethical committees should ethically clear papers involving humans and animals.

Manuscript Preparation - Manuscript should be prepared in accordance with the Guidelines set by the International Committee of Medical Journal Editors (ICMJE) as "ICMJE Recommendations, formerly the Uniform Requirements for Manuscripts" submitted to biomedical journals and should be submitted online through manuscript submission system (articles through email and in print will not be considered for publication) with digital images (each image of 1 to 4 MB as JPEG file preferably). Abstract should be structured for original articles (of about 250 words) under the subheadings of Background, Aims and Objectives, Methods, Results, and Conclusions, whereas, for review articles the abstract need not be structured. For detailed information see the recent issue of the journal.

Submission of Manuscripts



Type the manuscript following the instructions mentioned below under 'Preparation of manuscript' and submit it online through the web-site <http://www.journalonweb.com/ijamr>. All manuscripts received online are automatically acknowledged by e-mail which mentions tracking article number for future reference. In case you do not receive acknowledging e-mail, please resubmit the article. Do not send articles by e-mail or post. The progress of a manuscript through the editorial process can be subsequently tracked by authors on the web-site. The

copyright form, covering letter and other documents mentioned in Appendix I below should be either uploaded as supplemental files at the time of submission or sent to the Editorial office (within 15 days of the online submission) at the following address:

Dr. Vikram Kate
Editor-in-Chief, IJAMHR,
Professor-in-charge, Publications,
Jawaharlal Institute of Postgraduate Medical Education and Research (JIPMER)
Pondicherry – 605 006 INDIA

Peer Review Policy:

All submitted manuscripts are read and discussed by the editors. In line with the WAME's guidance on peer-review, manuscripts which are outside the scope of the Journal, which seem unlikely to be published by the Journal are returned to authors after the in-house review. This process normally takes less than 10 days. After the initial screening, manuscripts are sent to at least 2 external reviewers for comments to aid the editorial decision. IJAMHR follows a double-blind peer-review process. We aim to revert to the authors with a first decision within 60 days of submission. Sending out for external review does not guarantee acceptance for publication. If a revision is requested, the authors are expected to submit the revised manuscript (along with a point-wise response to reviewers' comments and a list of changes made) within 30 days. Beyond this, the manuscript would be considered withdrawn.

Authors may suggest the names and e-mail addresses of one or two reviewers who have had some experience in the subject of the submitted manuscript but who are not affiliated to the same institute as the authors. Galley proofs will be e-mailed to the corresponding author and need to be returned within 5 days. Corrections received after that period may not be included. The editors reserve the customary right to style, to abridge the article to ensure clarity and conciseness and to decide the time of publication. There are no charges for submission, processing and publication of manuscripts, including color images. Reprints are not free and should be requested in a reprint request form that will be sent with the acceptance letter. Print copy of the journal may be availed of on demand and will be charged.

Preparation of Manuscripts



Manuscript in incorrect format may result in rejection. Manuscript text should be submitted in word (.doc, .docx), rich text format (.rtf) or PDF (.pdf) format.

Please be consistent. The same elements should be keyed in exactly the same way throughout the manuscript:

1. Prepare the manuscript using MS Word, Times New Roman 12 font, with double line spacing for A4 size paper with a 1 inch margin on all sides.
2. To change paragraph in text, press ENTER. Do not indent the paragraph by pressing TAB.
3. The space bar should only be used as a word separator. Use TAB when indenting paragraphs or separating columns in tables.
4. Enter only one space after the full-stop at the end of a sentence.
5. Do not use the lowercase l for 1 (one) or the uppercase O for 0 (zero).
6. Do not type headings or any other text in ALL CAPITALS.
7. Do not use the software's facility for a header, footer or footnotes.

A manuscript should be divided into the following two files:

1. **First page file:** This document should carry the covering letter on its first page and the title page on the second page as per the following format: 1. Title of the article; 2. Short running title of not more than 90 characters; 3. Names of all contributors (first name, middle name initial, and surname in that sequence), highest academic degrees, and their professional affiliations; 4. Word count (text only, exclusive of title, abstract, references, tables, and figure legends); 5. Number of figures; 6. Number of tables; 7. Statement of conflict of interest; 8. Sources of support if any; 9. Address for correspondence - the name, address, phone numbers and email address of the corresponding contributor and 10. Acknowledgment if any. The corresponding author should promptly inform the editor of any change in e-mail id or mailing address.
2. **Article file:** This should have the main article manuscript without any identifying information about authors or their affiliations. The article file should have sections of Abstract, Key words, Introduction, Methods, Results, Discussion, References, Tables, Illustrations (drawings only; do not embed the images in the text file as these have to be submitted separately online) and Legends for illustrations in that order. For detailed information, please refer to the website- <http://www.ijamhrjournal.org> or the current issue.

Download a PowerPoint presentation on common reference styles and using the reference checking facility on the manuscript submission site.

Tables: Authors should exercise particular care in the preparation, notation and description of tables and figures. Tables should be included in the article file document. Make self-explanatory tables that do not duplicate the text. Number tables in Arabic numerals consecutively in the order of their first citation in the text and supply a brief title for each. Place explanatory matter in footnotes, not in the heading. Explain in footnotes all non-standard abbreviations. Obtain permission for all fully borrowed, adapted, and modified tables and provide a credit line in the footnote. For footnotes use the following symbols, in this sequence: *, †, ‡, §, ||, **, ††, ‡‡

Illustrations: Sketches/flow diagrams should be included in the article file document (MS Word). Clinical and histopathology photographs should be uploaded online simultaneously at the time of submission of the manuscript (after scanning if printed) as JPEG files preferably of a size less than 4 MB each. Please follow necessary instructions on the journal website. Type legends (maximum 20 words) for illustrations/figures using double line spacing. Use Arabic numerals for numbering illustrations and should be referred to in the text as "Figure". For histopathology photographs, please mention the magnification scale and the method of staining. Legends should also be incorporated in the article file after the references. Illustrations must be cited in the text and numbered in the order of mention.

The journal reserves the right to crop, rotate, reduce, or enlarge the photographs to an acceptable size.

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Please note that the high resolution images (resolution not less than 1200 X 2400 pixels and preferably of the JPEG type, at least 1 MB in size, maximum of 4 MB each) can now be uploaded at the time of original submission itself. If images submitted at the time of original submission are of low resolution, on acceptance of the article, high resolution digital images (resolution not less than 1200 X 2400 pixels and preferably of the JPEG type, at least 1 MB in size, maximum of 4 MB each) can be uploaded in the pre-acceptance phase, otherwise, the images can be emailed ([\[email protected\]](#)) or sent on a CD.

Types of Manuscripts



All manuscripts are checked for plagiarism before being released for external review and once more before acceptance. If found to have substantial similarity, manuscripts are liable to be returned/rejected. The IJAMHR strongly discourages duplication/reduplication of data already published. If and when duplication is detected after publishing in IJAMHR, the journal will be forced to 'retract' such articles. Copyright permission should be obtained from the copyright holder in advance if a published Table/Figure is included.

Articles are accepted in the following sections (all word limits exclude abstract and references):

- **Editorials:** These are solicited, contributed by editorial board members (approx. 1800 words). A maximum of 15 references may be included. Editorials should normally not have tables and figures.
- **Perspective:** A perspective of 1500 words length, with approximately 10 references. The author may express his or her opinion without complete documentation. No abstract is required.
- **Reviews:** Systematic critical assessments of literature and data sources should be submitted after consulting the Editor regarding the subject. Authors should preferably be working in and have published papers in the area being reviewed and have sufficient expertise to critically evaluate relevant literature. Typically the Reviews are commissioned by the editors from experts. The review should not exceed 5500 words with up to 75 references and a combined limit of 6 tables/figures. The manuscript should include an unstructured abstract of 250 words. If you would like to write a review for IJAMHR, then contact the Editor-in-Chief with a brief outline of your proposed review along with your credentials, seeking to be invited. Starting July 2016, the Journal does not consider unsolicited submissions under the Review category.
- **Commentaries:** Short commentaries based on original articles will be encouraged from reviewers. It should be of 500-1000 words length, with approximately 5 references. The author may express his or her opinion. No abstract is required.
- **Original articles:** This includes reports of original research (including clinical trials, studies of diagnostic tests or surveys) that are up to 3500 words in length (excluding references and abstract). Please include a structured abstract (Headings: Background, Methods, Results, Conclusion) of not more than 250 words and add 3 to 5 key words. Total number of cited references should not exceed 50, and up to 7 tables/figures (combined limit) are allowed. The article should follow the IMRAD (introduction, methods, results, discussion) style, may include acknowledgements if any, and references. Controlled clinical trials should conform to the revised CONSORT statement, available at <http://www.consort-statement.org/>. We encourage reports of diagnostic tests to be accompanied by the STARD flow diagram and checklist (<https://www.bmj.com/content/351/bmj.h5527.long>), reports of systematic reviews and meta-analyses should to be accompanied by the PRISMA flow diagram and checklist (<https://www.bmj.com/content/339/bmj.b2535.full?view=long&pmid=19622551>). Observational studies in epidemiology should follow the STROBE guidelines available at <https://www.strobe-statement.org/index.php?id=strobe-home>. All clinical trial protocols should have been registered on any of the WHO-compliant national/international registries. Permission from ethics committee/ Institutional Review Board (IRB), statement of sources of support and conflict of interest is mandatory. IRB approval must be mentioned in the "methods" section of all manuscripts.
- **Dispatch:** We publish case reports with an important message for clinical practice or understanding the pathobiology. We do not consider case reports merely based on rarity and

chance associations. All case reports should be accompanied by a comprehensive search for previously published reports. The case report should not exceed 2000 words in length with up to 20 references and 4 figures or tables. Include an unstructured abstract of 200 words. Due care should be taken to ensure that the patient's identity is not revealed in the case report and accompanying images. If that is not possible, written consent to publish should be obtained from the patient. The same should be submitted to the editorial office. The manuscript should be structured as Introduction, Case report(s), and Discussion.

- **Rapid communications:** This refers to a new piece of information which may have impact on day-to-day practice. It should be of 500-1000 words length, with approximately 5 references. No abstract is required.
- **Health system research:** These articles discuss any issue related to healthcare, which may have important social, economic or political dimensions (approx. 2000 words). No abstract is required.
- **Medical ethics:** Articles dealing with ethical aspects of practice of medicine or medical research in world. Legal issues in medicine can also be highlighted in this section (approx. 2000 to 2500 words). No abstract is required.
- **Images/ videos in clinical practice:** This section (no more than 500 words in length) has 2 parts - first paragraph including brief history, examination, and relevant investigations to arrive at the diagnosis and 2nd paragraph will discuss the finding being given due importance relevant to the case. No references need to be cited for the text and at the end. The manuscript submitted in this section can have a maximum of three authors. A video related to the procedure or technique may be uploaded.
- **Correspondence:** We welcome correspondence from readers about articles published in the Journal. The letters should be addressed to the editor and should not exceed 300 words and it may have up to 5 references. If required, response from the authors would also be published alongside the letter. In some circumstances, original data or case reports not sufficiently detailed enough for publication as a full report, may be considered as a Letter to the Editor. There should be no subheadings within the letter.
- **Historical aspects:** An article (up to 2500 words in length) on the history of specialty, diseases, also a biographic account of a historic or noteworthy figure in basic research, medicine and surgery. No abstract is required.
- **Students' research:** Aimed to encourage and promote the participation of students in medical research, this new section is started exclusively for medical undergraduate students. This section would also include reports of important scientific developments that will impact patient care, public health and/or career advancement. Opinion pieces from students also can be considered. The length of the papers should not be more than 1000 words. No abstract is required.
- **Symposia:** A cluster of review articles focused on a particular subject will be published in place of review articles. These articles will not carry any MCQ questions.
- **Announcements:** Announcements of conferences, meetings, courses, awards, and other items that are likely to be of interest to readers should be submitted with the name and address of the person from whom additional information can be obtained (up to 100 words).
- **Book Review:** Please send two copies for book reviews along with a print or high-resolution digital photograph of the front cover.
- **Supplements:** Supplements undergo peer review and are processed in the same fashion as regular submissions to the journal. Enquiries about proposed supplements should be directed to the editor before submitting the supplement.
- For formatting your articles, have a look at the recent issue of IJAMHR.

Patient Consent and Research Ethics:

All research directly or indirectly involving humans should have been reviewed and approved by the institutional human ethics committee. This should be clearly stated in the manuscript under materials and methods. Likewise, all animal research should have been reviewed and approved by the institutional animal ethics committee. A scanned copy of the ethics approval letter should be included in the first submission.

All clinical trials should have been registered with any of the WHO-compliant clinical trial registries such as Clinical Trials Registry — India (CTRI), ClinicalTrials.gov, etc.

For case reports, consent should be obtained from the patient for publication of clinical photographs, and all identifying information should be removed from images of laboratory and radiological investigations.

Identifying information should not be published in written descriptions, photographs, sonograms, CT scans, etc., and pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian, wherever applicable) gives informed consent for publication. Authors should remove patients' names from figures unless they have obtained informed consent from the patients. The journal abides by ICMJE guidelines:

1. Authors, not the journals nor the publisher, need to obtain the patient consent form before the publication and have the form properly archived. The consent forms are not to be uploaded with the cover letter or sent through email to editorial or publisher offices.
2. If the manuscript contains patient images that preclude anonymity, or a description that has obvious indication to the identity of the patient, a statement about obtaining informed patient consent should be indicated in the manuscript.

References:

In citing other work, only references consulted in the original should be included. Use the sequential numbering system. Personal communications should not be cited in the reference list but may appear parenthetically in the text. Arrange the reference list in the sequence in which the references are first cited. In the text, references cited should be superscripted and should appear on top of the line after the punctuation. Check all references for accuracy and completeness.

The journal follows the Vancouver system of references.

b>Format for references:

List the first six authors followed by et al. List the Surname, followed by the initials, for each author; the title of the paper; journal title (abbreviated according to the style of Index Medicus [www.nlm.nih.gov]; in case the journal is not listed in the Index Medicus, the full journal title should be given); year of publication; volume number; first and last page numbers. Please observe the inter-punctuation most carefully.

Examples of references:

For journal articles:

Rose ME, Huerbin MB, Melick J, Marion DW, Palmer AM, Schiding JK, et al. Regulation of interstitial excitatory amino acid concentrations after cortical contusion injury. *Brain Res.* 2002;935(1-2):40-6.

For books:

Hunt TK, editor. *Wound healing and wound infection: theory and surgical practice.* New York: Appleton-Century-Crofts; 1980.

For chapters in books:

Lever WF, Schaumberg Lever G. Pityriasis rubra pilaris. In: Lever WF, Schaumberg Lever G, editors. *Histopathology of the skin.* 7th ed. Philadelphia: JB Lippincott; 1996. p. 176-8.

For electronic media:

Health Sciences Library, University of Buffalo, NY. Available at <http://ublib.buffalo.edu/libraries/units/hsl/infores/biomed.htm> (accessed on 12 Nov 2004).

Abbreviations: Abbreviations should be avoided in the title and abstract. A term or a disease must be spelt out at first mention, with the abbreviation following in parentheses in the text file.

N.B. In case of any doubt, please refer to "ICMJE Recommendations, formerly the Uniform Requirements for Manuscripts" for biomedical journals at the web page www.icmje.org or in the *Annals of Internal Medicine* (*Ann Intern Med* 1997; 126:36-47) for more detailed guidelines.

Appendix I



Covering letter and other documents: A covering letter (signed by all authors), stating the title of the paper and the following points, and accompanied by the relevant documents, wherever applicable should be submitted as supplemental file at the time of submission or should reach the editorial office within 15 days of submitting the manuscript online.

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Checklist for submission of articles to IJAMHR



For online submission:

1. Prepare first page file as per instructions to authors
2. Prepare article file including legends to photographs. Do not include author names or affiliations or correspondence address in any part of the article file.
3. Label digital images or scanned photographs- as jpeg or tiff files of less than 4MB each.
4. Register as an author at the web-site www.journalonweb.com (not needed if you have registered earlier).
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