

The *Journal of the Formosan Medical Association (JFMA)* is the official peer-reviewed and SCI-indexed journal of the Formosan Medical Association, which is based in Taipei, Taiwan. The Journal is published every month by Elsevier.

Authors are welcome to submit original contributions relating to all fields of medicine and allied disciplines that are of interest to the medical profession.

The Editorial Board requires authors to be in compliance with the *Uniform Requirements for Manuscripts Submitted to Biomedical Journals (URMs)*, which are compiled by the International Committee of Medical Journal Editors (ICMJE); current URMs are available at <http://www.icmje.org>.

1. Manuscript Submission

1.1. Online submission

Manuscripts (meaning all submission items, including all text, tables, artwork, cover letter, conflicts of interest disclosures, and any other required documents/material) must be submitted online to the *JFMA* through the Elsevier Editorial System (EES) at <http://ees.elsevier.com/jfma>. This site will guide authors stepwise through the submission process. If assistance is required, please refer to the tutorials for authors and/or customer support that are available on the EES website; you may also contact the Editorial Office. Please do not post, fax or e-mail your manuscripts to the Editorial Office.

Editorial Office
Journal of the Formosan Medical Association
Formosan Medical Association
1, Chang-Te Street
Taipei 100, Taiwan
Tel: (+886) (0)2 2381-0367
Fax: (+886) (0)2 2389-6716
E-mail: jfmaed@fma.org.tw

1.2. Important Information

- Articles should be in Microsoft Word document format and prepared in the simplest form possible. We will add in the correct font, font size, margins and so on according to the Journal's style.
- You may use automatic page numbering, but do NOT use other kinds of automatic formatting such as footnotes, headers and footers.
- Put text, references, table headings and tables, and figure legends in one file.
- Figures must be submitted as separate picture files, at the correct resolution and named according to the figure number and format, e.g., "Fig1.tif", "Fig2.jpg". Please see section 9.8. for more information.

1.3. Supporting Documents

The following documents must be included in your submission and uploaded to EES (refer also to the Checklist that follows these author instructions). Items (1), (2) and (3) are mandatory. Items (4) and (5) are required only if they are applicable to your manuscript.

- (1) Cover Letter. This must include the following information:

- title of the manuscript
 - names (spelled out in full) of all the authors*, and the institutions with which they are affiliated; indicate all affiliations with a superscripted lowercase letter after the author's name and in front of the matching affiliation (*the name of each author should be written with the family name last, e.g., Wan-Lin Chang) corresponding author details (name, e-mail, mailing address, telephone and fax numbers)
 - a statement that the material contained in the manuscript has not been previously published and is not being concurrently submitted elsewhere
 - persons who do not fulfill the requirements to be listed as authors but who nevertheless contributed to the manuscript (such as those who provided writing assistance, for example) should be disclosed
 - the signature of the corresponding author
 - *Optional*: if you have a list of reviewers who you wish to review or not to review your manuscript, you may include this list in the cover letter
- (2) Authorship & Conflicts of Interest Statement. Each author's contribution to the manuscript should be listed. Any and all potential and actual conflicts of interest should also be listed (see Section 2 for more information). Please use the *JFMA Authorship & Conflicts of Interest Statement* form that follows these author instructions and that is also provided on the Journal's website at www.jfma-online.com. The corresponding author is to sign on behalf of all the authors listed in the manuscript and is responsible for ensuring the accuracy of the information provided.
 - (3) Copyright Transfer Agreement. In the event that your manuscript is accepted for publication in the *JFMA*, you are required to transfer all copyright ownership in and relating to the work to the Formosan Medical Association and Elsevier. Please use the *JFMA Copyright Transfer Agreement* form that follows these author instructions and that is also provided on the Journal's website at www.jfma-online.com. The corresponding author is to sign on behalf of all the authors listed in the manuscript and is responsible for ensuring that all coauthors understand and agree with the terms in the form.
 - (4) Signed Statement of Informed Consent. Articles where human subjects can be identified in descriptions, photographs or pedigrees must be accompanied by a signed statement of informed consent to publish (in print and online) the descriptions, photographs and pedigrees from each subject who can be identified. See Section 5 for more information.
 - (5) Copyright Permission. If you have reproduced or adapted material from other copyrighted sources, the letter(s) of permission from the copyright holder(s) to reproduce or adapt the copyrighted sources must be supplied. Otherwise, such material must be removed from your manuscript.

2. Disclosure of Conflicts of Interest

A conflict of interest occurs when an individual's objectivity is potentially compromised by a desire for financial gain, prominence, professional advancement or

a successful outcome. *JFMA* Editors strive to ensure that what is published in the Journal is as balanced, objective and evidence-based as possible. Since it can be difficult to distinguish between an actual conflict of interest and a perceived conflict of interest, the Journal requires authors to disclose all and any potential conflicts of interest.

Conflicts of interest may be financial or non-financial. Financial conflicts include financial relationships such as honoraria; educational grants; participation in speakers' bureaus; membership, employment, consultancies, stock ownership, or other equity interest; expert testimony or patent-licensing arrangements. Non-financial conflicts include personal or professional relationships, affiliations, academic competition, intellectual passion, knowledge or beliefs that might affect objectivity.

Please ensure that the name of each author listed in your manuscript appears in either Section I or Section II on page 2 of the *JFMA Authorship & Conflicts of Interest Statement* form (an author's name cannot appear in both Section I and Section II of the form).

3. Ethical Approval of Studies and Informed Consent

For human or animal experimental investigations, appropriate institutional review board or ethics committee approval is required, and such approval, including the official approval code, should be stated in the methods section of the manuscript. For those investigators who do not have formal ethics review committees, the principles outlined in the Declaration of Helsinki should be followed (World Medical Association. *Declaration of Helsinki: ethical principles for medical research involving human subjects*. Available at: <http://www.wma.net/en/30publications/10policies/b3/17c.pdf>).

For investigation of human subjects, state explicitly in the methods section of the manuscript that informed consent was obtained from all participating adult subjects and from parents or legal guardians for minors or incapacitated adults, together with the manner in which informed consent was obtained (e.g., oral or written).

For work involving animals, the guidelines for their care and use that were followed should be stated in the methods section of the manuscript. For those investigators who do not have formal institutional guidelines relating to animal experiments, the *European Commission Directive 86/609/EEC for animal experiments* (available at http://ec.europa.eu/environment/chemicals/lab_animals/legislation_en.htm) should be followed and the same should be stated in the methods section of the manuscript.

4. Reporting Clinical Trials

The *JFMA* has adopted the ICMJE proposal that requires, as a condition of consideration for publication of clinical trials, registration in a public trials registry. Purely observational studies (those in which the assignment of the medical intervention is not at the discretion of the investigator) will not require registration. Further information can be found at <http://www.icmje.org>.

5. Identification of Patients in Descriptions, Photographs and Pedigrees

A signed statement of informed consent to publish (in print and online) patient descriptions, photographs and pedigrees should be obtained from all persons (parents or legal guardians for minors) who can be identified (including by the patients themselves) in such written descriptions, photographs or pedigrees. Such persons should be shown the manuscript before its submission. Omitting data or making data less specific to de-identify patients is acceptable, but changing any such data is not acceptable.

State explicitly in the methods section of the manuscript that informed consent was obtained from all participating adult subjects or from parents or legal guardians for minors or incapacitated adults, together with the manner in which informed consent was obtained (i.e., oral or written).

6. Previous Publication or Duplicate Submission

Submitted manuscripts are considered with the understanding that they have not been published previously in print or electronic format (except in abstract or poster form) and are not under consideration in totality or in part by another publication or electronic medium.

7. Basic Criteria

Articles should be written in English, using American English spelling, and meet the following basic criteria: the material is original, the information is important, the writing is clear and concise, the study methods are appropriate, the data are valid, and the conclusions are reasonable and supported by the data.

For manuscripts that are judged by *JFMA* Editors to be written in poor English but otherwise worthy of consideration for publication, authors are required to pay for the English polishing of their manuscript. Otherwise, the Editorial Office reserves the right to reject the manuscript.

8. Article Categories

The categories of articles that are published in the Journal are listed and described below. Please select the category that best describes your paper. If your paper does not fall into any of these categories, please contact the Editorial Office.

For residents of Taiwan, at least one author must be a member of the Formosan Medical Association, except for those who have been invited to contribute.

8.1. Perspectives

These are comments on recent news or groundbreaking work and should provide a short review of the current state of research and explain the importance of the new findings. Perspectives on papers previously published in the *JFMA* should add a different viewpoint to the research and should not merely be a repetitive summary of the original paper. Although many of the Perspectives published in the Journal are normally invited, unsolicited Perspectives are welcome and will be given due consideration.

Download English Version:

<https://daneshyari.com/en/article/5679843>

Download Persian Version:

<https://daneshyari.com/article/5679843>

[Daneshyari.com](https://daneshyari.com)