Instructions to Authors

The Kaohsiung Journal of Medical Sciences (KJMS) is the official peer-reviewed and SCIE-indexed journal of Kaohsiung Medical University (KMU). It is published monthly by Elsevier. The Journal aims to publish original research and review papers on all fields of medicine and related disciplines that are of topical interest to the medical profession.

Authors are welcome to submit reviews, original articles, short communications, and letters to the editor for consideration.

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.

These Instructions to Authors are revised periodically by the Editors as needed. Authors should consult a recent issue of the Journal or visit www.kjmsonline.com for the latest version of these instructions. Any manuscript not prepared according to these instructions will be returned immediately to the author(s) without review.

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 *KJMS* through the Elsevier Editorial System (EES) at http://ees.elsevier.com/kjms. 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.

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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 (refer also to the Checklist that follows these author instructions). Items (1), (2) and (3) are mandatory. Items (4), (5), (6) and (7) 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)
- Chinese authors should provide their names, affiliations and contact details in both English and Chinese characters
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- 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
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- (5) Consolidated Standards of Reporting Trials (CONSORT) flow chart for randomized controlled trials submitted for publication. See Section 4 for more information.
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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 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).

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4. Reporting Clinical Trials

All randomized controlled trials submitted for publication should include a completed Consolidated Standards of Reporting Trials (CONSORT) flow chart (please go to http://www.consort-statement.org for more information). The *KJMS* 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 Download English Version:

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