



International Journal of Collaborative Research on Internal Medicine & Public Health  
<http://www.iomcworld.com/ijcrimph/>

### **Authors Guidelines** (Revision 01 – Last Update: June 2010)

International Journal of Collaborative Research on Internal Medicine & Public Health (IJCRIMPH) requires the Editorial board and Reviewers to comply with the [Editorial Policy Statements which is Approved by the CSE Board of Directors](#)

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IJCRIMPH complies with the [Uniform Requirements for Manuscripts Submitted to Biomedical Journals](#), issued by the International Committee for Medical Journal Editors. However, based on the type of your study, our journal requires authors to follow the standard guidelines and statements mentioned below to prepare your manuscript. If the submitted manuscript does not comply with the appropriate guidelines mentioned below, it will be unsubmitted or not be considered for review.

### **Section 1: Submission Guidelines for Authors**

#### **Instructions for Submission:**

**Submitting your Manuscript:** International Journal of Collaborative Research on Internal Medicine & Public Health (IJCRIMPH) requires authors to submit their manuscripts electronically through email as attachments. Currently, we don't do Fast Track or online submission system.

**Format:** You may submit the manuscript in the form of Word DOC or PDF. Supplementary files can be emailed as JPEG,HTML or XLS.

**Original Manuscripts:** Only manuscripts that have original material are accepted for review. If the article or any part of the article has been published previously, it will not be considered. This does not apply to abstracts, reports, conferences or conference proceedings.

**Cover Letter:** A cover letter including Name of Authors, Affiliations, IRB Permission, Grant Numbers etc., is required. Include all authors' and co-authors' name, correspondence addresses, email addresses, telephone and fax numbers. Include a word count of the abstract and article. All cover letters can address the Editor-In-Chief, Executive Editor or Associate Editor.

**Authorship:** Each author must sign a statement that attests that the author fulfills the authorship criteria as mentioned in the Uniform Requirements.

**Required Forms:** All authors are required to fill out the Authorship Form, Disclosure Form and Copyright Form. If applicable, Authors are also required to fill out the Patient Permission form and Competing Interests Declaration form. All forms are to be submitted along with the manuscript.

**Abstract:** The abstract for Research manuscripts should not be more than 300 words. In addition provide up to six **keywords**. All abstracts should entail the following sections:

- Introduction/Background
- Aim & Objectives
- Methods/Study Design
- Results/Findings
- Discussion/Conclusion For other articles, the Abstract should not be more than 250 words and should briefly describe the type and purpose of the article with conclusions or.

**Content:** All text, figures, acknowledgements, references, figure legends, and tables should be in a DOC or PDF document (Word Doc or PDF). You may also send figures and tables separately. All articles should not be more than **5000 words**, including abstract. You may submit no more than 5 images or 5 tables. If you do wish to submit more images, figures or tables, please submit them in a separate file and it will be attached as an addendum.

**Tables:** A maximum of 5 tables are allowed per article. If the article has more than 5 tables, the remaining tables will be attached as a separate file and published as supplemental files. Each table should be provided with a title and footnotes (if necessary). All tables should be included in the manuscript and referenced to.

**Figures and Illustrations:** Not more than 5 figures or illustrations will be accepted and should be included in the manuscript and referenced to. Pie-charts will not be accepted. Titles and legends should be provided. The author must acquire rights to any figures or illustrations submitted in the manuscript. Only high resolution images will be accepted. If you provide any photographs of patients, please submit the Patient Permission Form along with it. For photomicrographs, mention the type of specimen, original magnification and stain. For gross pathology specimens, label any rulers with unit of measure.

**References:** References should be single-spaced and numbered consecutively as they are cited. References cited in a table or figure legend should be numbered as well. List all authors when there are six or fewer. When there are seven or more authors, please list the first three, followed by "et al." Authors can use AMA or APA style to cite their references.

**Units of Measurement, Abbreviations and Drug Names:** All measurements in a Manuscript should be in SI units. Conversion factors should be provided for other units. Abbreviations should be used sparingly throughout the Manuscript. Drug names should be generic. If brand names are included in the Manuscript, please mention the name of the manufacturer and submit a Competing Interests Declaration form along with the manuscript.

**Review:** Articles are reviewed by the Editor-in-chief and other peer reviewers. The editor reserves the right of final selection. If a manuscript is selected for publication, an email notification will be sent to all the authors. Further information about the Review process can be found here in Author FAQ.

**Revision:** The editor might send you a request to revise your article in order to be considered for publication.

**Resubmission:** If your Manuscript has been rejected, you may re-submit the article. However, you must wait at least 6 months to re-submit the article. When you re-submit your manuscript, please include the reason and date of rejection. Depending upon the reason of rejection, the 6 months waiting period can be waived at the Editor's discretion.

**Competing Interests / Conflict of Interest:** All Authors should submit a disclosure form and declare any financial arrangement they may have with an organization or company. A disclosure statement will be published alongside the article. For more information, click here: [Competinginterestform.pdf](#)

**IRB Permission Information:** A statement along with IRB name and Approval date should be mentioned. Authors may submit a 1-page IRB approval document, but it is not required; unless specified by the Editor. Research Manuscripts involving human subjects should mention whether Informed consent (written or otherwise) was obtained or not. If required, authors are required to submit registration information. They are required to provide documentation or an attested statement with the IRB name and date of approval to show that the research protocol was approved by a relevant IRB or ethic committees. An acceptable registry must be owned by a non-for-profit entity, be publicly accessible, and contain the twenty fields proposed by the World Health Organization. A list of acceptable registries are found at <http://www.icmje.org>

**Grant Information:** Authors must submit information on Grants in the cover letter. For studies containing microarrays, the accession numbers and repository name should be mentioned.

**Copyright:** Authors are required to submit the Copyright Form. International Journal of Collaborative Research on Internal Medicine & Public Health (IJCRIMPH) reserves the right to use, reproduce, transfer, publish, distribute the article in the journal or other organizations affiliated with IOMCWORLD. Authors cannot distribute a published article, without IOMCWORLD's consent. Published articles become the property of IOMCWORLD and unauthorized use of the articles is not permitted.

## **Section 2: Uniform Manuscript Requirements**

As mentioned before, IJCRIMPH complies with the [Uniform Requirements for Manuscripts Submitted to Biomedical Journals](#), issued by the International Committee for Medical Journal Editors. Please click here to access the website: <http://www.icmje.org/>

## **Section 3: Types of Articles Accepted**

- Original Research
- Review articles
- Case reports
- Current Concepts
- Book review
- Editorials
- Letters to Editor

## Section 4: Article Requirements

### Manuscript sections for Original Research articles

Original Research Manuscripts submitted should include the following sections:

- Title page
- Abstract
- Introduction / Background
- Methods
- Results
- Discussion
- Conclusions
- List of abbreviations (if any)
- IRB permissions (if any)
- Grant Registration Number (if any)
- Competing interests
- Authors' contributions
- Authors' information (if any)
- Acknowledgements
- References
- Tables (if any)
- Figure legends (if any)
- Description of additional files (if any)

**Review articles** Review articles Reports are limited to 2500 words and 5 figures or illustrations and tables, including abstract.

### Case Reports:

Case Reports are limited to 2500 words and 5 figures or illustrations and tables, including abstract.

**Current Concepts:** Current Concepts articles include articles on clinical topics, diagnostics and treatment. Current Concepts articles are limited to 2500 words and 5 figures or illustrations and tables, including abstract.

### Book Review:

Book reviews are limited to 2000 words. Book Reviews can be done on any of subjects listed on the website.

### Editorials:

Editorials are always solicited, although unsolicited editorials can be considered. Editorials are limited to 1500 words.

### Letters to Editor:

Letters to Editor are limited to 750 words. Letters to Editor should only contain content pertinent to the articles published in the journal.

## General Article Requirements

Please make sure that any article you submit to IJCRIMPH conforms to the appropriate reporting guidelines as well as the uniform requirements for manuscripts submitted to biomedical journals.

### In addition:

- Submit a title for all articles
- Include a cover letter with pertinent information
- Submit needed forms, especially the Copyright Form
- For original research articles, please submit information on IRB approval. Also submit the Patient Consent Form
- If you are submitting a Randomized Clinical Trial, please make sure it conforms to the CONSORT statement. Trials undertaken after July 2005 should be registered. You may register before the article is published if the Editor consents to retrospective registration.
- If you are submitting a Systematic Review, please ensure it conforms to the PRISMA guidelines
- If you are submitting a study of diagnostic accuracy, please ensure it conforms to the STARD guidelines
- If you are submitting a Meta Analysis of Observational studies, please ensure it conforms to the MOOSE guidelines
- If you are submitting an Observational Study, please ensure it conforms to the STROBE guidelines
- For more Health Research Reporting Guidelines, please see Section 5.

### Statistical Methods Guidelines

- Accurate statistical methods are to be used for the analysis of categorical data.
- For non-normal distribution, Non-parametric methods should be used.
- Dependent and Outcome variables should be clearly defined throughout the article.
- Measures of associations should be reported to two significant digits.
- SDs and SEs should be reported no more than two decimal places.
- Confidence intervals should be mentioned.
- P values should be two –sided, unless indicated otherwise. P values should not be reported more than three decimal places. P values larger than 0.01 should be reported to two decimal places. Values less than 0.001 should be reported as P value < 0.001.

## Section 5: Equator Network: Research Reporting Guidelines for Authors

Please click here to know more about Health Research Reporting Guidelines:

<http://www.equator-network.org/resource-centre/library-of-health-research-reporting/>

## Section 6: Required Forms

**The following forms are required with every submission:**

Authorship Form

Disclosure Form

Copyright Form (To be sent to the author at a later stage)

**The following forms are required for certain articles:**

Patient Permission Form Competing Interests / Conflicts of Interest Form

**Section 7: Manuscript Checklist**

To be added soon

**Section 8: Corrections, Duplication Publications and Plagiarism**

**Corrections:**

Mistakes can be made by editors, reviewers and authors. Corrections to the article will be made when necessary. A statement regarding Clarification or Correction will be mentioned at the end of the article.

**Duplication Publication:**

IJCRIMPH accepts only unpublished Original manuscripts. IJCRIMPH also owns the copyright of an article once it's published in the Journal. Unauthorized use or duplicate publication of the same article is not permitted. If the Editor or any members of the Editorial board discovers a submitted or published article has been previously published elsewhere, the Editor reserves the right to reject the article and temporarily blacklist the authors (consider no articles from those authors). Simultaneous submission to different journals may result in rejection of the article.

**Plagiarism:**

Plagiarism is discouraged and is considered as academic dishonesty or fraud. If the Editor or reviewers discover that an article is plagiarized, they reserve the right to reject the article and refuse to accept any more articles from the authors.

**Section 9: Author FAQ**

Please [click here](#) to view the Author FAQ.