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- [ ] **MANUSCRIPT FILE**
  - Must be digital - hard copy submissions are not accepted

- [ ] **ABSTRACT AND KEYWORDS**
  - See the section Article Types for word limit

- [ ] **REFERENCES**
  - Cited sequentially in AMA style

- [ ] **FIGURES AND TABLES**
  - Cited sequentially and included in the main document

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**EDITORIAL CONTACTS**
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Article Types

The following graph shows what types of articles are accepted for publication, and what requirement they may have.

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<th>Title Limit</th>
<th>Author Limit</th>
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<td>Original Article</td>
<td>Up to 250 words</td>
<td>Up to 3 keywords</td>
<td>Up to 50 words</td>
<td>No limit</td>
<td>No limit</td>
<td>No limit</td>
</tr>
<tr>
<td>Invited Review</td>
<td>Up to 250 words</td>
<td>Up to 3 keywords</td>
<td>Up to 50 words</td>
<td>No limit</td>
<td>No limit</td>
<td>No limit</td>
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<tr>
<td>Letter to the Editor (up to 500 words)</td>
<td>n/a</td>
<td>n/a</td>
<td>Up to 50 words</td>
<td>Up to 5 authors</td>
<td>Up to 5 references</td>
<td>n/a</td>
</tr>
<tr>
<td>Letter to the Editor: Short Reports (up to 1,000 words)</td>
<td>n/a</td>
<td>n/a</td>
<td>Up to 50 words</td>
<td>No limit</td>
<td>Up to 10 references</td>
<td>Up to 4 figures/tables</td>
</tr>
<tr>
<td>Case Report</td>
<td>Up to 250 words</td>
<td>Up to 3 keywords</td>
<td>Up to 50 words</td>
<td>No limit</td>
<td>No limit</td>
<td>No limit</td>
</tr>
<tr>
<td>Invited Technique Paper</td>
<td>Up to 250 words</td>
<td>Up to 3 keywords</td>
<td>Up to 50 words</td>
<td>No limit</td>
<td>No limit</td>
<td>No limit</td>
</tr>
<tr>
<td>Special Section Paper</td>
<td>Up to 250 words</td>
<td>Up to 3 keywords</td>
<td>Up to 50 words</td>
<td>No limit</td>
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- **Letter to the Editor** are pertinent to material published in the journal. Letters can also discuss problems of general interest. Letters selected for publication are intended to reflect the range of opinions received, and submissions may be reviewed. The author of a paper in question is usually given an opportunity to reply.
- **Letter to the Editor: Short Reports** are designed to provide an opportunity for authors to present outstanding case reports or short case series. Only truly novel reports or those that provide significantly new insight will be published.

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- Each figure should be saved as its own separate file. Do not embed figures within the manuscript file. This requires special handling by Thieme’s Production Department.
- Keep abbreviations to a minimum and be sure to explain all of them the first time they are used in the text.
- The manuscripts should be written in American English.
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- Use generic names for drugs. You may cite proprietary names in parentheses along with the name and location of the manufacturer.
- Credit suppliers and manufacturers of equipment, drugs, and other brand-name material mentioned in the manuscript within parentheses, giving the company name and primary location.
MANUSCRIPT FORMAT continued

Title Page

- This journal adheres to a single-blinded peer-review policy. The title page should be included in the main document.
- The title page should list the article title and the corresponding author's full name, degree, title, department, affiliation, mailing address, e-mail address, and telephone and fax numbers. It should also list the full name, degree, title, department, and affiliation of every co-author.

Abstract and Keywords

See the section Article Types for word limits.

The abstract should briefly outline the content of the article and any conclusions it may reach. It should contain the following elements: Background, Methods, Results, and Conclusion.

The keywords should be words a reader would be likely to use in searching for the content of the article.

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- Please clearly distinguish the hierarchy of headings within the manuscript by using capital letters, underline, italic, and bold styles as necessary. The manuscript should be organized as follows: Introduction, Methods, Results, Discussion, Conclusion.
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Acknowledgments

The source of any financial support received and recognition of personal assistance for the work being published should be indicated at the end of the article, just before the Reference section, under the heading Acknowledgments.

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- References must be cited sequentially (NOT alphabetically) in the text using superscript numbers.
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- References should be styled per the following examples:

1. Citing a journal article:

2. Citing a chapter in a book:

3. Citing a book:
   Stryer L. Biochemistry. 2nd ed. San Francisco: WH Freeman; 1981:559–596

4. Citing a thesis:

5. Citing a government publication:

6. Citing an online article:

7. Citing a symposium article:
   Eisenberg J. Market forces and physician workforce reform: why they may not work. Paper presented at: Annual Meeting of the Association of American Medical Colleges; October 28, 1995; Washington, DC
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- Figures include photographs or radiographs, drawings, graphs, bar charts, flow charts, and pathways, but NOT lists or tables.
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- Any abbreviations used in the table should be explained at the end of the table in a footnote.

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• Do not submit art created in Microsoft Excel, Word, or PowerPoint. These files cannot be used by the typesetter.
• Save each figure in a separate file.
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• All black-and-white and color artwork should be at a resolution of 300 dpi (dots per inch) in TIFF format. Line art should be 1,200 dpi in EPS or TIFF format. Contact the Production Editor at Thieme if you are unsure of the final size.
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• Black-and-white artwork can be halftone (or grayscale) photographs, radiographs, drawings, line art, graphs, and flowcharts. Thieme will only accept digital artwork.
• If possible, do not send color art for conversion to black-and-white. Do the conversion yourself so that you can check the results and confirm in advance that no critical details are lost or obscured by the change to black-and-white.
• For best results, line art should be black on a white background. Lines and type should be clean and evenly dark. Avoid screens or cross-hatching, as they can darken or be uneven in printing and lead to unacceptable printing quality.

Color Art

• All color artwork should be saved in CMYK, not RGB.

Art Labels

• Arrows, asterisks, and arrowheads (or other markers) should be white in dark or black areas and black in light or white areas, and large in size. If not, these highlighting marks may become difficult to see when figures are reduced in size during the typesetting process.
• Use 1-point (or thicker) rules and leader lines.
• Capitalize the first word of each label and all proper nouns. Consider using all capitals if you need a higher level of labels.
• Where there are alternate terms or spellings for a named structure, use the most common one and make sure it is consistent with what is used in the text.
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- Should the editors decide that your article requires a revision, you will need to make the changes via a word-processing program and resubmit it electronically.
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