**Editorial Process**

The manuscripts will be reviewed for possible publication with the understanding that they are being submitted to one journal at a time and have not been published, simultaneously submitted or already accepted for publication elsewhere. The manuscripts are rejected by the editorial office before a formal peer-review. The Editorial office reviews submitted manuscripts initially. Manuscripts with insufficient originality, serious scientific and technical flaws or lack of a significant message are rejected. All manuscripts received are duly acknowledged. Manuscripts are sent to two or more expert reviewers without revealing the identity of the contributors to the reviewers. Each manuscript is also assigned to a member of the editorial team, who based on the comments from the reviewers takes a final decision on the manuscript. The contributors will be informed about the reviewers’ comments and acceptance/rejection of the manuscript. The average submission to first decision time is about 3-4 weeks and about 65-70% of unsolicited manuscripts do not get published.

Articles accepted would be copy edited for grammar, punctuation, print style, and format. Page proofs will be sent to the corresponding author, which has to be returned within three days. Correction received after that period may not be included.

**Clinical Trial Registry**

All clinical trials from India must be registered with "clinical trials registry – India". The trials conducted outside India may be registered with the respective national clinical trial registry. We have made trial registration mandatory from January 2020 for the acceptance of the study for publication.

**Authorship Criteria**

Authorship credit should be based only on substantial contributions

1. Conception and design or acquisition of data or analysis and interpretation of data;
2. Drafting the article or revising it critically for important intellectual content;
3. Final approval of the version to be published.

Conditions 1, 2, and 3 must be met. Participation solely in the acquisition of funding or the collection of data does not justify authorship. General supervision of the research group is not sufficient for authorship. Each contributor should have participated sufficiently in the work to take public responsibility for appropriate portions of the content. The order of naming the contributors should be based on the relative contribution of the contributor towards the study and writing the manuscript. Once submitted the order cannot be changed without the written consent of all the contributors.

Only those who have done substantial work in a particular field can write a review article. A short summary of the work done by the contributor(s) in the field of review should accompany the manuscript.
expects the contributors to give post-publication updates on the subject of review. The update should be brief, covering the advances in the field after the publication of the article, and should be sent as a letter to the editor, as and when major development occurs in the field.

**Contribution Details**

Contributors should provide a description of what each of them contributed to the manuscript. The description should be divided into the following categories, as applicable: concepts, design, the definition of intellectual content, literature search data acquisition, data analysis, statistical analysis, manuscript preparation, manuscript editing, and manuscript review. The author’s contributions will be printed on the first page of the article. One or more authors should take responsibility for the integrity of the work as a whole from inception to published article and should be designated as ‘guarantor’.

**Conflict Of Interest, Human And Animal Rights, And Informed Consent**

All authors of submitting articles to the journal must disclose any conflict of interest they may have with an institution or product that is mentioned in the manuscript and/or is important to the outcome of the study presented. Authors should also disclose conflict of interest with products that compete with those mentioned in their manuscript. The Editor will discuss with the authors on an individual basis the method by which will be communicated to the readers.

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If articles do not contain studies with human participants or animals by any of the authors, the statement should be as below:

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1. **Original Articles**: Randomized controlled trials, intervention studied, studies of screening and diagnostic test, outcome studies, cost effectiveness analyses, case-control series, and surveys with high response rate. Up to 4000 words excluding about 35 reference and abstract.

2. **Review Articles**: (Including for Ethics forum, Education forum, E-Medicine, etc.) Systemic critical assessments of literature and data sources. Up to 4500 words excluding about 90 references and abstract. For review articles, include the method (literature search) in abstract as well as in the introduction section. Usually review articles are invited by the Editor-in-chief from people of eminence with vast personal experience in the field.

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8. **Special**: Editorial, Guest editorial, commentary, Expert’s comments and Symposia articles are solicited by the editorial office.
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   - A statement of financial or other relationships that might lead to a conflict of interest, if that information is not included in the manuscript itself or in an authors’ form
   - A statement that the manuscript has been read and approved by all the authors, that the requirements for authorship as stated earlier in this document have been met, and that each author believes that the manuscript represents honest work if that information is not provided in another form (see below): and
   - The name, address, and telephone number of the corresponding author (address for correspondence), who is responsible for communicating with the other authors about revision and final approval of the proofs, if that information is not included on the manuscript itself.

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3. Image: Submit good quality color images. Each image should be less than 5 MB in size. The size of the image can be reduced by decreasing the actual height and width of the images (keep up to 1800 x 1200 pixels or 5-6 inches). Image format jpeg is acceptable. Do not zip the file. Online images will suffice till the acceptance of the article. Good creative and informative images are being encouraged by the editorial team. Outstanding images will be shortlisted for the cover image of the corresponding issue of the journal.

4. Legends: Legends for the figure/images should be included at the end of the article file.

The contributor’s form and copyright transfer form (template provided below) have to be submitted in
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Preparation Of Manuscript

A. Title Page

The Title page should carry

1. Types of the manuscript: Original article, Case Report
2. The title of the article, which should be concise, but informative;
3. Running title or short title, not more than 65 characters;
4. The name by which each author/contributor is known (Last name, First name, and initials of middle name) and institutional affiliation. The affiliations should be given as 1, 2, and 3 but not marked with symbols
5. The name of the department(s) and institution(s) to which the work should be attributed;
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9. Acknowledgment, if any; one or more statements should specify 1) contributions that need acknowledging but do not justify authorship, such as general support by a departmental chair, 2) acknowledgments of technical help; and 3) acknowledgment of financial and material support, which should specify the nature of the support. This should be included in the title page of the manuscript and not in the main article file.
10. If the manuscript was presented as part of a meeting, the organization, place, and exact date on which it was read.
11. Registration number of clinical trials.

B. Abstract Page

The second page should carry the full title of the manuscript and an abstract (of no more than 150 words for a brief report and 250 words for original articles and other article types). The abstract should be structured for original articles and review articles. State the context (background), aims, settings and design, material and methods, statistical analysis used, results, and conclusions. Below the abstract should provide 3 to 8 keywords, arranged alphabetically. The abstract need not be structured for OR forum articles and case reports. Don't consider references in the abstract.

C. Introduction

State the purpose and summarize the study or observation.

D. Materials and Methods

The Methods section should only include information that was available at the time the study was planned or protocol written; all information obtained during the conduct of the study belongs to the results section.

Selection and Description of Participants: Describe your selection of the observational or experimental
participants (patients or laboratory animals, including controls) clearly, including eligibility and exclusion criteria and a description of the source population. Because the relevance of such variables as age and sex to the object of research is not always clear, authors should explain their use when they are included in a study report; for example, authors should explain why only subjects of certain ages were included or why women were excluded. The guiding principle should have clarity about how and why a study was done in a particular way. When authors use variables such as race or ethnicity, they should define how they measured the variables and justify their relevance.

**Technical information:** Identify the methods, apparatus (give the manufacturer's name and address in parentheses), and procedures in sufficient detail to allow other workers to reproduce the results. Give references to established methods, including statistical methods (see below); provide references and brief descriptions for methods that have been published but are not well known: describe new or substantially modified methods, give reasons for using them, and evaluate their limitations. Identify precisely all drugs and chemicals used, including generic name(s), dose(s), and route(s) of administration.

Reports of randomized clinical trials should present information on all major study elements, including the protocol, assignment of interventions (methods of randomization, concealment of allocation to treatment group), and the method of masking (blinding) based on the CONSORT Statement (http://www.consort-statement.org).

**Reporting Guidelines for Some of the Specific Study Designs**

<table>
<thead>
<tr>
<th>Initiative</th>
<th>Type of Study</th>
<th>Source</th>
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<td>CONSORT</td>
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<td><a href="http://www.consort-statement.org/">http://www.consort-statement.org/</a></td>
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<tr>
<td>QUOROM</td>
<td>Systematic reviews and meta-analyses</td>
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**E. Ethics**

When reporting studies on human subjects indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional or regional) and with the Helsinki Declaration of 1975, as revised in 2000 (available at https://www.wma.net/what-we-do/education/medical-ethics-manual/). Do not use patients’ names, initials, or hospital numbers, especially in illustrative material. When reporting experiments on animals, indicate whether the institution’s or a national research council’s guide for or any national law on the care and use of laboratory animals were followed.

Evidence for approval by a local Ethics Committee (for both human as well as animal studies) must be
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them. Avoid non-technical uses of technical terms in statistics, such as ‘random’ (which implies a
randomizing device), ‘normal’, ‘significant’, ‘correlations’, and ‘sample’. Define statistical terms,
abbreviations, and most symbols. Specify the computer software used. Use upper italics (P 0.048). For all P
values include the exact value and not less than 0.05 or 0.001.

G. Results
Present your results in a logical sequence in the text, tables, and illustrations, giving the main or most
important finding first. Do not repeat in the text all the data in the tables or illustrations; emphasize or
summarize only important observations. Extra or supplementary materials and technical detail can be
placed in an appendix where it will be accessible but will not interrupt the flow of the text; alternatively, it
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example, percentages) but also as the absolute numbers from which the derivatives were calculated, and
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the argument of the paper and to assess its support. Use graphs as an alternative to tables with many
entries; do not duplicate data in graphs and tables. “Where scientifically appropriate, analyses of the data
by variables such as age and sex should be included.

H. Discussion
Include a summary of key findings (primary outcome measures, secondary outcome measures, results as
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collection, analysis, and interpretation); Interpretation and implications in the context of the totality of
evidence (is there a systematic review to refer to, if not could one be reasonably done here and now?, what
this study adds to the available evidence, effects on patient care and health policy, possible mechanism);
Controversies raised by this study; and Future research directions (for this particular research collaboration,
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References should be numbered consecutively in the order in which they are first mentioned in the text (not in alphabetic order). Identify references in text, tables, and legends by numerals in superscript after the punctuation marks. References cited only in tables or figure legends should be numbered in accordance with the sequence established by the first identification in the text of the particular table or figure. Use the style of the examples below, which are based on the formats used by the NLM in Index Medicus. The titles of journals should be abbreviated according to the style used in Index Medicus. Use complete name of the journal for non-indexed journals. Avoid using abstracts as references. Information from manuscripts submitted but not accepted should be cited in the text as ‘unpublished observations” with written permission from the source; Avoid citing a “personal communication” unless it provides essential information not available from a public source, in which case the name of the person and date of communication should be cited in parentheses in the text. Use ‘Check References’ facility available in the website to correct the references. Avoid citing text book references and very old references. This reduces the credibility of the article.

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List the first six contributors followed by et al. There should not be any gaps between the year;volume:page-page.


J. Tables

- Tables should be self-explanatory and should not duplicate textual material.
- Tables with more than 13 columns and 30 rows are not acceptable.
- 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 that are used in each table.
- Obtain permission for all fully borrowed, adapted, and modified tables and provide a credit line in the footnote.
- Tables with their legends should be provided at the end of the text after the references. The tables along with their number should be cited at the relevant place in the text.

K. illustrations (Figures)

Include clinical and imagine photographs in the article to have better impact on the readers.

- Upload the images in JPEG format. The file size should be within 4 MB in size while uploading. Only after acceptance of the article, high resolution, sharp images with good contrast are to be sent online to the editorial office. Final images for print should be of high resolution; length and width should be proportionate and should be adjusted to fit in either one column or both columns.
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- Labels, numbers, and symbols should be clear and of uniform size. The lettering for figures should be large enough to be legible after reduction to fit the width of a printed column.
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2. Case report must present as a challenging diagnostic and therapeutic problem.
3. Case report must have significant educational value including the ability to perhaps change a clinician’s traditional method of handling such a case and;
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Preparation of Case Report
Follow the standard format for the article (Abstract, Key-words, Introduction, Cases History, Discussion and References).

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- Key words proved (three or more)
- Introduction of 75-100 words
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- The references cited in the text should be after punctuation marks, in superscript with number.
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- Send the final article file without “Track Changes’
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- Numerals at the beginning of the sentence spelt out
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- Figures necessary and of good quality (colour)
- Table and figure numbers in Arabic letters (not Roman)
- Labels pasted on back of the photographs (no names written)
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