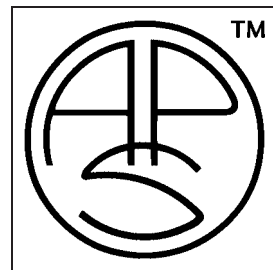


The Journal of Spinal Cord Medicine

Complete Information for Authors



Revised November 2008

The Journal of Spinal Cord Medicine is the peer-reviewed official publication of the American Paraplegia Society (APS). The *Journal* invites contributions representing original research, reviews, clinical notes, case reports, editorials, technical perspectives, and letters to the editor.

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The *Journal* requires an author agreement that specifies exclusive submission, disclosure of conflicts of interest, and compliance with applicable permission and privacy regulations.

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Except as noted below, every manuscript is reviewed by a minimum of 2 peer reviewers. The peer-review process is double-blinded, ie, the identity of reviewers and authors is confidential. The *Journal* has a panel of more than 200 reviewers in spinal cord medicine and related fields such as psychology, rehabilitation, engineering, nursing, basic science, statistics, and health care policy. The peer reviewers consider the importance of the question, originality of the work, appropriateness of the experimental design, soundness of conclusions, and relevance of discussion. The final disposition is made by the Editor. Corresponding authors are notified of acceptance, acceptance pending major/minor

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Accepted manuscripts are subject to final editing that may require the author to make deletions or additions or provide clarification. Manuscripts are copyedited according to the latest edition of American Medical Association (AMA) *Manual of Style*.³

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An original contribution presents new and important information on aspects of basic science or clinical care, extends existing studies, or provides a new approach to a traditional subject. Include only those figures, tables, references, and photographs that are essential in clarifying, amplifying, or documenting the text.

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These brief reports highlight an interesting observation and usually involve only a few cases. Extensive review of the literature is unnecessary; tables and figures should be limited.

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Editorials are accepted only from APS members and the *Journal's* Editorial Board, unless otherwise requested by the Editor. Editorials may not necessarily reflect the opinions of the APS Board of Directors or the APS. All editorials must be approved by the Editor or Associate Editor prior to publication.

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The *Journal* welcomes scientific and scholarly letters of comment about published articles. Readers are also encouraged to respond to the opinions expressed in the *Journal's* editorials. Letters should be limited to 500 words and a maximum of 5 references, and be submitted in a timely manner. Letters can be sent by e-mail, fax, or mail. The Editor and Editorial Board reserve all rights to determine which letters will be published.

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To maintain confidentiality of the peer review process, authors should avoid references to their own research and publications and avoid mention of their institutions in the text and acknowledgments.

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Authors submitting online should follow the instructions on the web site for providing manuscript information. Required information includes the following:

- Article category.
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- Current institutional affiliation for each author, as well as the affiliation at the time the manuscript was written.
- Contact information for the designated corresponding author including mailing address, phone, fax, and e-mail address.
- Abstract and key words.
- Acknowledgment of source(s) of support for equipment and drugs, including grant support.
- Tables and figures each in a separate file.
- Reference list with complete information formatted in AMA style.

Abstract and Key Words

Abstracts are required for original contributions, review articles, technical perspectives, case reports, and brief reports. Provide a structured abstract with a maximum of 250 words and a minimum of 4 subheadings (Background/Objective, Methods, Results, and Conclusion). Authors are encouraged to use additional subheadings. For detailed instructions on preparing structured abstracts for different types of submissions, refer to the *AMA Manual of Style* (pp. 19–23).³

Insert a list of 3 to 5 key words or phrases to assist in the cross-indexing of the article. Key words should be selected from the NLM's Permuted Medical Subject Headings (MeSH), which can be accessed at www.nlm.nih.gov/mesh. Abstracts and key words are not required for editorials and commentaries.

Text

The text is generally divided into major sections with headings such as: Introduction, Methods, Results, Discussion, and Conclusion. Reviews should be organized by Introduction, Sources, Methods, Results, and Conclusion. Conclusion should include potential clinical applications of results. Case report(s) should be organized by Background, Case Report/Findings, and Conclusion/Comment that addresses relevance to clinical practice.

Introduction

State the purpose or hypothesis and summarize the rationale. Provide only strictly pertinent references and avoid the mention of data or conclusions.

Methods

For research studies, describe the setting, study design, and selection of subjects, and the materials, procedures/interventions, and statistical methods used. Indicate whether the trial was registered in a public access database, eg, www.clinicaltrials.gov. Neurological deficits should be described according to the most recent edition of the *International Standards for Neurological Classification of Spinal Cord Injury*, including motor and sensory levels and ASIA Impairment Scale.⁵ Randomized trials should follow the recommendations of the CONSORT statement (Consolidated Standards of Reporting Trials).³ For studies involving experiments with humans or animals, include a statement of the specific ethical parameters that were followed, eg, the Helsinki Declaration.²

For reviews, include sources and terms for literature searches, selection criteria, and guidelines for extracting data and statistical methods.

Results

Summarize the data in logical sequence, referring to tables and figures. Do not repeat these data in the text. Laboratory data may be reported in either conventional or SI units.

Discussion

Review the significance of the findings, relationship to other relevant studies, and implications for the future. New hypotheses can be stated when warranted, but should be clearly labeled as such. Recommendations may be included when appropriate.

Conclusion

Briefly summarize the conclusion(s) in relationship to the study's purpose. Conclusions should be fully supported by the data.

Acknowledgments

Persons who have contributed intellectually to the paper but whose contributions do not justify authorship may be named and their contribution described. The author(s) are responsible for obtaining written permission from those acknowledged, per *AMA Manual of Style* guidelines.³

References

It is the responsibility of the author(s) to ensure the accuracy and completeness of the references. The references should be numbered consecutively in order of appearance in the text and formatted in AMA style. When there are 6 or fewer authors, list them all. For more than 6, list the first 3 and add "et al." Cite personal/written communications in the text only; do not include in reference list. Authors are advised to obtain permission from their sources of personal communications. Use the abbreviations for journal names in *PubMed/MEDLINE*.

Examples:

Articles: Creasey GH, Ho CH, Triolo RJ, et al. Clinical applications of electrical stimulation after spinal cord injury. *J Spinal Cord Med.* 2004;27:365–375.

Mehta S, Betz RR, Mulcahey MJ, McDonald C, Vogel LC, Anderson CJ. Effect of bracing on paralytic scoliosis secondary to spinal cord injury. *J Spinal Cord Med.* 2004;27(suppl 1):S88–S92.

Abstracts: Waites KB, Osborn B, Canupp KC, Brookings ES, DeVivo MJ. Microbiology of the urethra and perineum and its relationship to bacteriuria in community-residing men with spinal cord injury [abstract]. *J Spinal Cord Med.* 2000;23(suppl 1):43.

Book Chapter: Weinstein FM, Herring SA, Cole AJ. Rehabilitation of the patient with spinal pain. In: DeLisa JA, Gans BM, eds. *Rehabilitation Medicine. Principles and*

Practice. 3rd ed. Philadelphia, PA: Lippincott-Raven; 1998:1423–1452.

Online Documents: US Department of Health and Human Services. *The Surgeon General's Call to Action to Improve the Health and Wellness of Persons With Disabilities*. US Department of Health and Human Services, Office of the Surgeon General, Rockville, MD, July 2005. Available at <http://www.surgeongeneral.gov>. Accessed July 29, 2005.

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Cite tables in the text and number them consecutively. Provide a brief title for each table and a short heading for each column. Use footnotes for any explanatory material such as nonstandard abbreviations, as well as for material cited from other sources. For online submission, each table should be attached as a separate item.

Figures

Figures should be submitted as electronic files in TIFF or EPS formats; attach each figure as a separate attachment. Do not embed figures in the text. Photographs, laser printouts, and drawings should be of sufficient size so that when reduced for publication, features and labels remain legible. Reserve captions and explanatory materials for the legends page. Authors are responsible for the additional costs for color reproduction.

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Number legends using Arabic numerals corresponding to the figures and list in a separate file. Any identifying marks, letters, or numbers should be clearly explained in the legend. Legends should be brief, reserving extended details for the text.

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2. World Medical Assembly. Declaration of Helsinki: recommendations guiding physicians in biomedical research involving human subjects. *JAMA*. 1997; 277:925–926.
3. Iverson CL, Christianson S, Flanagan A, et al. *American Medical Association Manual of Style: A Guide for Authors and Editors*. 10th ed.
4. DeAngelis C, Drazen JM, Frizelle FA, et al. Clinical trials registration: a statement from the International Committee of Medical Journal Editors. *New Engl J Med*. 2004;351:1250–1251.
5. ASIA Neurological Standards Committee. *International Standards for Neurological Classification of Spinal Cord Injury*. 6th ed. Chicago IL: American Spinal Injury Association; 2002.

RESOURCES

1. International Committee of Medical Journal Editors. Uniform requirements for manuscripts submitted to biomedical journals. [ICMJE web site] October 2004. Available at: www.icmje.org. Accessed November 30, 2005.