

# Guidance for Authors

For full details please visit <http://www.rcpe.ac.uk/journal/notes-for-authors-march-2013.pdf>

**Submissions that do not meet the guidelines may be rejected outright.**

The *Journal of the Royal College of Physicians of Edinburgh (JRCPE)* is an open-access, Medline-indexed, peer-reviewed journal with an international circulation of over 8,000. It is published in four issues a year (in March, June, September and December) both in print and online. Our aim is to publish a range of clinical, educational and historical material of cross-specialty interest to our international readership.

## Editorial Policy

- Facilitate medical education through the publication and dissemination of quality original papers
- Promote general medicine and enable physicians to keep up to date with developments in other specialties, particularly those which may impact upon their practice
- Commission thought-provoking editorials
- Publish reports of College Symposia to enable Fellows, Members and others around the world to benefit from events held in the UK
- Publish debates on controversial topics
- Provide opportunities to undertake activities relevant to gaining CME points
- Deliver interesting papers on the history of medicine
- Provide a forum for correspondence

## Clinical section

### Papers

We consider submissions based on original clinical research, including pilot studies, research performed by trainee doctors under consultant supervision, and clinical audits where the 'loop has been closed' and a demonstrable clinical benefit has resulted. Sub-speciality material may be considered, but authors are advised that very small activity audits with no independent comparator and no statistical assessment will generally not be considered.

### Cases of the Quarter

It is the policy of the Editorial Board to be selective in the acceptance of case reports on the basis of quality and the message contained for the readership. The Clinical Editor welcomes the submission of case reports on topics of important educational content, significant clinical relevance and interest to the *JRCPE*'s readers. Submissions across the range of internal medicine are encouraged.

## Education section

This section contains commissioned material, including:

- Controversies in medicine debates.
- CME papers and questions.
- Expert reviews and Rapporteur reports commissioned from College symposia.

## History section

We welcome papers on every aspect of Scottish and international medical history – including the social history of medicine, the history of medical practice, the history of the medical sciences, medical biography and medical memoirs. The scope of this section will soon be expanded to include papers on Medicine and the Humanities (details to be announced online and in the next print edition).

Papers should be submitted by email to the editorial office. All submitted papers are routinely checked for plagiarism using an online plagiarism screening service. The Editors will not accept articles shown to have been substantially compiled from previously published works by the same or other authors. In certain circumstances we reserve the right to report evidence of significant plagiarism as a research governance matter to the relevant authority. The Editors view alleged, or suspected medical or biomedical research misconduct (including plagiarism, self-plagiarism and duplicate publication) as a serious offence and will refer suspected cases of misconduct to the appropriate bodies.

Clinical papers should not be more than 5,000 words in length, with accompanying data and images. Cases of the Quarter should be no more than 1,200 words. History section submissions should also normally be up to 5,000 words in length. Accompanying, relevant images are welcomed for each type of paper provided copyright clearance has been obtained by the authors (see website for full information).

The Editors of the *JRCPE* have endorsed, in principle, the International Committee of Medical Journal Editors' *Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Writing and Editing for Biomedical Publications* (updated April 2010; available from: <http://www.icmje.org>).

We require authors to complete a number of forms depending on the type of paper submitted. We reserve the right to not publish a paper if we have not received the necessary forms before we go to print.

Submissions are reviewed by the Editor-in-Chief and the appropriate Section Editor. If they are deemed to be relevant to the *JRCPE* and its readers and of a high enough quality to merit consideration for publication, they will be sent out for peer review. The *JRCPE* prides itself on the quality of its peer reviews and editorial support, and will work with authors - particularly those whose first language is not English - to ensure the quality of papers in the Journal.

Each accepted paper will be edited for language, spelling, clarity and style. Proofs will be sent to the corresponding author for review. It is the responsibility of the corresponding author to circulate and collate any amendments from the other authors.

Authors will receive a printed copy of the *JRCPE* when their article appears. Each article will also be available in open access PDF format online at <http://www.rcpe.ac.uk/journal/index.php>