



Medicina Clínica

AUTHORS INFORMATION PACK

GUIDE FOR AUTHORS

INTRODUCTION

MEDICINA CLÍNICA, founded in 1946, is a journal devoted to promoting the research and the clinical practice among the specialist of internal medicine and other medical specialist. The journal publishes original scientific articles, editorials, short communications, reviews as well as other relevant information to internal medicine and related fields.

Types of article

Any article sent to this journal will follow the guidelines described in the section "Ethics in the publication" of this guide for authors, therefore it is essential to consult it before sending the manuscripts.

In particular, the manuscripts corresponding to the **originals sections** the authors must clearly indicate at the end of the section "Material and methods" that such guidelines have been followed, as well as the informed consent of the patients has been obtained and has been approved by the corresponding ethics committee. Likewise, in the manuscripts corresponding to the **Scientific Letters** section, the authors must clearly indicate in the articles body that the protocols and procedures of the institutional centres related with the patient's data publication have been followed, as well as the subject privacy. In the section **Images in medicine** the authors should also indicate clearly in the article body that the protocols and procedures of the institutional centres related with the patient data publication have been followed, and the patients consents for its publication has been obtained, as well as the subject privacy has been respected.

Any article in this journal involving experiments with human or animal subjects will follow the guidelines in the *Human and animal rights* described in the *Ethics in publishing* section of this guide for authors. Authors should clearly indicate in the manuscript that such guidelines have been followed, as well as the statement that informed consent was obtained for experimentation with human subjects.

For any section of this journal: Original articles, Review articles, Short communications, Images and videos, **the three epigraphs: Ethical considerations, Funding and Conflict of interest** should be added **at Essential title page information**.

Ethical considerations: If the work involves the use of human subjects, the author should ensure that the work described has been carried out in accordance with [The Code of Ethics of the World Medical Association](#) (Declaration of Helsinki) for experiments involving humans; [Uniform Requirements for manuscripts submitted to Biomedical journals](#). Authors should include a statement that informed consent was obtained for experimentation with human subjects, and all the ethical procedures were performed. The privacy rights of human subjects must always be observed. The **approval of the institutional review board (IRB)** or

the appropriate committee must be stated in this epigraph.

Funding: You are requested to identify who provided financial support for the conduct of the research and/or preparation of the article and to briefly describe the role of the sponsor(s), if any, in study design; in the collection, analysis and interpretation of data; in the writing of the report; and in the decision to submit the article for publication. If the funding source(s) had no such involvement then this should be stated.

Conflict of interest: All authors must disclose any financial and personal relationships with other people or organizations that could influence (bias) their work, **even if it is not directly related to the current manuscript**. Examples of potential competing interests include **employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding, as well as travel grants and participation in courses and conferences as a paid expert**. If there are no interests to declare then please state this: 'Declarations of interest: none'.

STATISTICAL STANDARDS: REPRODUCIBILITY OF RESULTS AND STATISTICS

Medicina Clínica will prioritize those articles that facilitate the transparency and reproducibility of their results. We advise the authors to follow the publication guidelines of the Equator network, endorsed by the ICMJE, such as CONSORT or STROBE.

ORIGINAL ARTICLES

Original research about etiology, physiopathology, pathology, epidemiology, clinical aspects, diagnosis, prognosis and treatment are recommended for this section. Analytic studies like transversal surveys, case-controls studies, cohort studies and randomized controlled trials will be preferentially considered for publication.

The article must have the following headings: Introduction; Patients and Methods; Results; and Discussion. The text is limited to a maximum of 3,000 ; 4,000 words, not including references, abstract and figure legends. The abstract is limited to a maximum of 250 words and need to be structured. There should be no more than 30 references. The total combined number of tables and figures should not exceed 6.

BRIEF REPORTS

Original research with a limited number of patients or sample, and specific objectives and results are suitable for this section. The article must have the same headings as those from Original Articles. The text is limited to a maximum of 1,300 words, not including references, abstract and figure legends. The abstract is limited to a maximum of 180 words and need to be structured. There should be no more than 10 references. The total combined number of tables and figures should not exceed 3. Up to 6 authors are accepted.

CLINICAL REPORTS/ CASE SERIES

Submitted studies from case series with a remarkable contribution to medical knowledge will be considered in this section. The text is limited to 1,700 words not including figure legends and references. There should be no more than 10 references. The total combined number of tables and figures should not exceed 4. The abstract is limited to a maximum of 180 words and need to be structured. Up to 4 authors are accepted.

REVIEW ARTICLES

Reviews of current work reflecting progress in various fields of medicine are requested from recognized specialists. Voluntary contributions will be subject to consideration by the Editorial Board. The text is limited to 4,200 words not including abstract, figure legends, and references. The abstract is limited to a maximum of 150 words and does not need to be structured. Up to 6 figures or tables will be accepted. References are limited to a maximum of 60. Up to 3 authors are accepted.

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Articles reflecting original opinions and interpretation of relevant topics, narrative and practical reviews are included in this section. Voluntary contributions will be subject to consideration by the Editorial Board. The text is limited to 4,000 words. Up to 4-5 figures or tables will be accepted. References are limited to a maximum of 30. Up to 4 authors are accepted.

DIAGNOSIS AND TREATMENT

Update articles focused on the progress of diagnosis and treatments, enhancing the benefits in continuous medical education for readers will be considered for this section. The text is limited to 3,600 words not including figure legends and references. There should be no more than 30 references. The total combined number of tables and figures should not exceed 4. Up to 3 authors are accepted.

CONSENSUS AND GUIDELINES STATEMENTS

Consensus documents and clinical practice guidelines must be promoted and endorsed by at least two scientific Societies, or promoted by health authorities. Authors are required to attach a letter arguing its importance to the clinical community. The consensus documents and clinical guidelines will be based on a recent systematic search, reported according to PRISMA-S^{*}. The analysis of the degree of evidence of the publications found will be based on guidelines such as AGREE-II[§] or GRADE[&]. In case of not being able to provide first-level evidence, the authors: (1) will highlight the convenience of covering this scientific gap; and (2) explain the method used to reach consensus.

* Systematic Reviews (2021) 10:39 <https://doi.org/10.1186/s13643-020-01542-z>

§ https://www.agreetrust.org/wp-content/uploads/2013/06/AGREE_II_Spanish.pdf

& GRADE system: classification of the quality of the evidence and grading of the strength of the recommendation. DOI: 10.1016 / j.ciresp.2013.08.002

The articles in this section will be published without restrictions on the website. In the printed version, only the title, authors, affiliations and structured abstract of a maximum of 500 words will be published.

Clinical Medicine will not accept to publish any Consensus Document or Clinical Guide that does not have the **Funding and Conflict of interests** sections of all authors perfectly detailed and completed.

EDITORIALS

They are always commissioned, although unsolicited editorials may occasionally be considered previous consultation with the Editor. The text is limited to a maximum of 2,000 words, tables and figures are not allowed. There should be no more than 20 references. Up to 2 authors are

accepted.

IMAGES IN MEDICINE

Any kind of images (clinical, endoscopic, radiography, microbiological, pathological) of common medical conditions with visual remarks for learning are suitable for this section. The text is limited to a maximum of 200 words. Graphics resources (arrows, asterisk, etc..) can be mandatory for visual remarks. Articles of this section can be selected only for the Web edition.

SCIENTIFIC LETTERS

Letters containing original investigation with small number of cases and with an specific conclusion are the first choice for this section. Letters should contain fewer than 700 words, one table or figure and must contain no more than 5 references. Up to 3 authors are accepted.

LETTERS TO THE EDITOR

Letters related to articles published by the journal are the first choice for this section as well as letters providing opinions and unusual observations and experiences. The letters related with published articles must be received within three weeks after the publication of the article and will be sent to the author of the article, who will have 4 weeks in which to answer. Letters should contain fewer than 700 words, one table or figure, and must contain no more than 5 references. After publication of the reply, no further correspondence will be accepted. Up to 3 authors are accepted.

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Contact details for submission

You can send your manuscript at <https://www.editorialmanager.com/medcli/default.aspx>

Language

This journal is published in Spanish and in English language. Manuscripts can be sent in both languages. The journal will publish a version in printed and online format with the articles received in its original language, and another version only online with articles translated into English.

Submission checklist

You can use this list to carry out a final check of your submission before you send it to the journal for review. Please check the relevant section in this Guide for Authors for more details.

Ensure that the following items are present:

One author has been designated as the corresponding author with contact details:

- E-mail address
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All necessary files have been uploaded:

Manuscript:

- Include keywords
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- All tables (including titles, description, footnotes)
- Ensure all figure and table citations in the text match the files provided
- Indicate clearly if color should be used for any figures in print

Graphical Abstracts / Highlights files (where applicable)

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- Manuscript has been 'spell checked' and 'grammar checked'
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- Relevant declarations of interest have been made
- Journal policies detailed in this guide have been reviewed
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Please see our information pages on [Ethics in publishing](#) and [Ethical guidelines for journal publication](#).

Studies in humans and animals

If the work involves the use of human subjects, the author should ensure that the work described has been carried out in accordance with [The Code of Ethics of the World Medical Association](#) (Declaration of Helsinki) for experiments involving humans. The manuscript should be in line with the [Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals](#) and aim for the inclusion of representative human populations (sex, age and ethnicity) as per those recommendations. The terms [sex and gender](#) should be used correctly.

Authors should include a statement in the manuscript that informed consent was obtained for experimentation with human subjects. The privacy rights of human subjects must always be observed.

All animal experiments should comply with the [ARRIVE guidelines](#) and should be carried out in accordance with the U.K. Animals (Scientific Procedures) Act, 1986 and associated guidelines, [EU Directive 2010/63/EU for animal experiments](#), or the National Institutes of Health guide for the care and use of Laboratory animals (NIH Publications No. 8023, revised 1978) and the authors should clearly indicate in the manuscript that such guidelines have been followed. The sex of animals must be indicated, and where appropriate, the influence (or association) of sex on the results of the study.

Informed consent and patient details

Studies on patients or volunteers require ethics committee approval and informed consent, which should be documented in the paper. Appropriate consents, permissions and releases must be obtained where an author wishes to include case details or other personal information or images of patients and any other individuals in an Elsevier publication. Written consents must be retained by the author and copies of the consents or evidence that such consents have been obtained must be provided to Elsevier on request. For more information, please review the

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Authorship

All authors should have made substantial contributions to all of the following: (1) the conception and design of the study, 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 submitted.

Changes to authorship

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Only in exceptional circumstances will the Editor consider the addition, deletion or rearrangement of authors **after** the manuscript has been accepted. While the Editor considers the request, publication of the manuscript will be suspended. If the manuscript has already been published in an online issue, any requests approved by the Editor will result in a corrigendum.

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In line with the position of the International Committee of Medical Journal Editors, the journal will not consider results posted in the same clinical trials registry in which primary registration resides to be prior publication if the results posted are presented in the form of a brief structured (less than 500 words) abstract or table. However, divulging results in other circumstances (e.g., investors' meetings) is discouraged and may jeopardise consideration of the manuscript. Authors should fully disclose all posting in registries of results of the same or closely related work.

Reporting clinical trials

Randomized controlled trials should be presented according to the CONSORT guidelines. At manuscript submission, authors must provide the CONSORT checklist accompanied by a flow diagram that illustrates the progress of patients through the trial, including recruitment, enrollment, randomization, withdrawal and completion, and a detailed description of the randomization procedure. The [CONSORT checklist and template flow diagram](#) are available online.

Registration of clinical trials

Registration in a public trials registry is a condition for publication of clinical trials in this journal in accordance with [International Committee of Medical Journal Editors](#) recommendations. Trials must register at or before the onset of patient enrolment. The clinical trial registration number should be included at the end of the abstract of the article. A clinical trial is defined as any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects of health outcomes. Health-related interventions include any intervention used to modify a biomedical or health-related outcome (for example drugs, surgical procedures, devices, behavioural treatments, dietary interventions, and process-of-care changes). Health outcomes include any biomedical or health-related measures obtained in patients or participants, including pharmacokinetic measures and adverse events. Purely observational studies (those in which the assignment of the medical intervention is not at the discretion of the investigator) will not require registration.

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Language (usage and editing services)

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Referees

Please submit the names and institutional e-mail addresses of several potential referees. For more details, visit our [Support site](#). Note that the editor retains the sole right to decide whether or not the suggested reviewers are used.

PREPARATION

Peer review

This journal operates a single blind review process. All contributions will be initially assessed by the editor for suitability for the journal. Papers deemed suitable are then sent to a minimum of two independent expert reviewers to assess the scientific quality of the paper. The Editor is responsible for the final decision regarding acceptance or rejection of articles. The Editor's

decision is final. [More information on types of peer review.](#)

Use of word processing software

It is important that the file be saved in the native format of the word processor used. The text should be in single-column format. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. In particular, do not use the word processor's options to justify text or to hyphenate words. However, do use bold face, italics, subscripts, superscripts etc. When preparing tables, if you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the [Guide to Publishing with Elsevier](#)). Note that source files of figures, tables and text graphics will be required whether or not you embed your figures in the text. See also the section on Electronic artwork.

To avoid unnecessary errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

Article structure

Subdivision - unnumbered sections

Divide your article into clearly defined sections. Each subsection is given a brief heading. Each heading should appear on its own separate line. Subsections should be used as much as possible when cross-referencing text: refer to the subsection by heading as opposed to simply 'the text'.

Introduction

State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

Material and methods

Provide sufficient details to allow the work to be reproduced by an independent researcher. Methods that are already published should be summarized, and indicated by a reference. If quoting directly from a previously published method, use quotation marks and also cite the source. Any modifications to existing methods should also be described.

Results

Results should be clear and concise.

Discussion

This should explore the significance of the results of the work, not repeat them. A combined Results and Discussion section is often appropriate. Avoid extensive citations and discussion of published literature.

Conclusions

The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

Appendices

If there is more than one appendix, they should be identified as A, B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1) and so on. Similarly for tables and figures: Table A.1; Fig. A.1, etc.

Essential title page information

- **Title.** Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.
- **Author names and affiliations.** Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled. You can add your name between parentheses in your own script behind the English transliteration. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript letter immediately after the author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author.
- **Corresponding author.** Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. This responsibility includes answering any future queries about Methodology and Materials. **Ensure that the e-mail address is given and that contact details are kept up to date by the corresponding author.**
- **Present/permanent address.** If an author has moved since the work described in the article was done, or was visiting at the time, a 'Present address' (or 'Permanent address') may be indicated as a footnote to that author's name. The address at which the author actually did the work must be retained as the main, affiliation address. Superscript Arabic numerals are used for such footnotes.

Structured abstract

A structured abstract, by means of appropriate headings, should provide the context or background for the research and should state its purpose, basic procedures (selection of study subjects or laboratory animals, observational and analytical methods), main findings (giving specific effect sizes and their statistical significance, if possible), and principal conclusions. It should emphasize new and important aspects of the study or observations.

The headings will consist of: «Introduction and Objectives», «Patients or Materials and Methods», «Results» y «Conclusions».

Graphical abstract

Although a graphical abstract is optional, its use is encouraged as it draws more attention to the online article. The graphical abstract should summarize the contents of the article in a concise, pictorial form designed to capture the attention of a wide readership. Graphical abstracts should be submitted as a separate file in the online submission system. Image size: Please provide an image with a minimum of 531 × 1328 pixels (h × w) or proportionally more. The image should be readable at a size of 5 × 13 cm using a regular screen resolution of 96 dpi. Preferred file types: TIFF, EPS, PDF or MS Office files. You can view [Example Graphical Abstracts](#) on our information site.

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Keywords

Immediately after the abstract, provide a maximum of 6 keywords, using British spelling and avoiding general and plural terms and multiple concepts (avoid, for example, 'and', 'of'). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. These keywords will be used for indexing purposes.

Abbreviations

Define abbreviations that are not standard in this field in a footnote to be placed on the first page of the article. Such abbreviations that are unavoidable in the abstract must be defined at their first mention there, as well as in the footnote. Ensure consistency of abbreviations throughout the article.

Acknowledgements

Collate acknowledgements in a separate section at the end of the article before the references and do not, therefore, include them on the title page, as a footnote to the title or otherwise. List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proof reading the article, etc.).

Formatting of funding sources

List funding sources in this standard way to facilitate compliance to funder's requirements:

Funding: This work was supported by the National Institutes of Health [grant numbers xxxx, yyyy]; the Bill & Melinda Gates Foundation, Seattle, WA [grant number zzzz]; and the United States Institutes of Peace [grant number aaaa].

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.

If no funding has been provided for the research, please include the following sentence:

This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.

Units

Follow internationally accepted rules and conventions: use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.

Artwork

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Whilst it is accepted that authors sometimes need to manipulate images for clarity, manipulation for purposes of deception or fraud will be seen as scientific ethical abuse and will be dealt with accordingly. For graphical images, this journal is applying the following policy: no specific feature within an image may be enhanced, obscured, moved, removed, or introduced. Adjustments of brightness, contrast, or color balance are acceptable if and as long as they do not obscure or eliminate any information present in the original. Nonlinear adjustments (e.g. changes to gamma settings) must be disclosed in the figure legend.

Electronic artwork

General points

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- Embed the used fonts if the application provides that option.
- Aim to use the following fonts in your illustrations: Arial, Courier, Times New Roman, Symbol, or use fonts that look similar.
- Number the illustrations according to their sequence in the text.
- Use a logical naming convention for your artwork files.
- Provide captions to illustrations separately.
- Size the illustrations close to the desired dimensions of the published version.
- Submit each illustration as a separate file.
- Ensure that color images are accessible to all, including those with impaired color vision.

A detailed [guide on electronic artwork](#) is available.

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- Supply files that are optimized for screen use (e.g., GIF, BMP, PICT, WPG); these typically have a low number of pixels and limited set of colors;
- Supply files that are too low in resolution;
- Submit graphics that are disproportionately large for the content.

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