



**HOSPITAL PHARMACOLOGY**  
International Multidisciplinary Journal

Hospital Pharmacology - International Multidisciplinary Journal

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## INSTRUCTIONS FOR AUTHORS

The Hospital Pharmacology - International Multidisciplinary Journal (ISSN 2334-9492 Online) is an online, peer-reviewed, open-access, international journal which publishes: quantitative and qualitative original scientific and research papers, investigator-initiated studies, clinical trials, results of commercial studies approved by sponsor, results of translation studies, review articles, systematic reviews, short communications, case reports, education articles, papers regarding drug use in all medical disciplines, information on changes and applicability of legislation related to drug marketing, results of random control of quality of registered drugs, as well as applicability of legislation during clinical trials. Especially important is an advancement of pharmacovigilance in Serbia through presentation of annual follow-up results of side-effects of drugs and comparison of results with the EU countries. The Journal also publishes editorials, articles on hot topics, letters to the editor, book reviews, comments, invitations and announcements, as well as thematic issues. It seeks to foster multidisciplinary research and collaboration among scientists, pharmaceutical industries and healthcare sector.

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### SUBMISSION OF THE MANUSCRIPT

Submission of a manuscript implies: that the work described has not been published before (except in the form of an abstract or as part of a published lecture, review or thesis); that it is not under consideration for publication anywhere else; that its publication has been approved by all co-authors, if any, as well as by responsible authorities at the institute where the work has been carried out.

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## LANGUAGE

Manuscripts must be written in standard and grammatical, as well as clear and concise scientific English. Authors shall be responsible for the quality of language and style, and are strongly advised against submitting a manuscript grammatically incorrect.

If English is not the authors' native language, they may want to have their manuscript edited by a native speaker prior to submission. A clear and concise language will help editors and reviewers concentrate on the scientific content of the paper and thus smooth the peer-review process.

The acceptance criteria for all papers are the quality and originality of the research and its significance to our readership. The editors reserve the right to reject poorly written manuscripts even if their scientific content is qualitatively suitable for publication.

## PREPARATION OF THE MANUSCRIPT

### Format

The manuscript should be typed in an editable Word document using Times New Roman font in 12 point size and double line spacing throughout. The text should be prepared onto A4 paper size with margins of 25 mm, aligned left and the initial lines of all paragraphs indented 10 mm, without hyphenation.

If special signs are used in the text, use the Symbol font.

Pages are numbered consecutively in the right bottom corner, beginning from the title page.

### Headings

Use a clear system of headings to divide up and clarify the text. Use the following hierarchy: **BOLD UPPER CASE**, **Bold**, *Bold italics*, *Italics*, Underlined.

### Footnotes

Footnotes to the text are not allowed.



### Abbreviations

Abbreviations should be used sparingly. Initially use the term in full (both in the summary and the text), followed by the abbreviation in the parentheses. Thereafter use the abbreviations consistently.

### SI units

All measurements must be given in standard SI units.

### Terminology

Drugs should be referred to by their generic names. When a brand name is used, it shall begin with a capital letter and the manufacturer's details should be given.

Do not use pejorative labels such as 'schizophrenics', instead refer to 'patients with schizophrenia'.

### Citation

Reference citations in the text should be identified by numbers in square brackets (for example: [1, 2]).

### Length of the manuscript

Core text of the manuscript - without title page, summary, list of references, all enclosures, including captions and legends - no words limit.

### TITLE PAGE

The first page should contain: the title of the paper, the full name(s) of the author(s), the affiliation(s) of the author(s), i.e. department, institution, town/city and country, and the full postal and e-mail address of the corresponding author.

The title should be brief (up to 40 words), comprehensive, descriptive and contain the major keywords. If necessary, a short running title should also be provided.



## SUMMARY AND KEYWORDS

The second page should contain the Summary of about 350 words, followed by a list of 2-6 keywords (not present in the title, to assist indexing) obtained from the Medical Subject Headings (MeSH) database of PubMed (<http://www.nlm.nih.gov/mesh/meshhome.html>). References should not be included in the Summary

The Summary of original papers should be structured using the headings Background/Objective (questions addressed; principal aims of the study); Subjects and Methods (design, setting, sample, interventions, chief outcome measures); Results (main findings together with their statistical significance); Conclusions (related to results, limitations as appropriate, clinical and research implications).

Review articles, research papers, short communications and case reports should all have a Summary.

## STRUCTURE OF THE TEXT

### Original study

The text should be divided by subheadings into the following sections: Introduction (should end with the aims of the study); Subjects and Methods (Subjects with ethical considerations and informed consent, Methods, Statistical Analyses); Results (do not duplicate in the text all the data in tables or figures, but summarise the key findings); Discussion (state the strengths and limitations of the research); Conclusions.

### Case report

The text should be divided by subheadings into the following sections: Introduction; Case Report; Discussion, Conclusion.

### Review article

The text should be divided by subheadings into the following sections: Introduction; corresponding section headings; Conclusions.

The author of a review article (guarantor) should cite at least five auto-citations (references of which he/she was the author or co-author of the paper) of papers on the same subject published



in peer-reviewed journals. Co-authors, if any, should also cite at least one auto-citation of papers on the same subject published in peer-reviewed journals.

### Education Article

The text should be divided by subheadings into the following sections: Introduction; Methodology ( explain sources od studies ), Topic, Conclusion.

### Short Communication

The text should be composed by explanation the topic, presenting the topic position in scientific / professional public, indicating of the further action needed for better topic covering in future.

### Letter to Editor

The text of letter to Editor should be written briefly, logically lightning the point / reason why topic is so important, what questions / dilemas should be open.  
No limited number of paper words.

### ACKNOWLEDGEMENTS

Acknowledgement should be made of those who do not meet the criteria for authorship, but who have made contribution to the design, data collection or manuscript preparation (institutions, colleagues, technical writers, language editors). The source of fi nancial grants and other funding should also be acknowledged.

### CONFLICT OF INTEREST

The authors are requested to disclose any commercial or other associations that might pose a conflict of interest in connection with the submitted article.

### REFERENCES

The list of references should only include works that are cited in the text and that have been published or accepted for publication (in press). References should be numbered in Arabic numerals in order of citation in the text. The overall number of references is not limited. All references should



be cited according to Vancouver style, rules and formats established by the International Committee of Medical Journal Editors (<http://www.icmje.org>).

All cited reference authors have to be written, no limited number of authors. Names of journals should be abbreviated in the style used in Index Medicus. Examples of citing publications (journal articles, books and other monographs, electronic, unpublished and other published material) could be found on the website: [http://www.nlm.nih.gov/bsd/uniform\\_requirements.html](http://www.nlm.nih.gov/bsd/uniform_requirements.html).

## SUPPLEMENTARY MATERIAL

### General guidelines

For each supplementary material (Tables, Graphs, Figures - Photographs, Schemes etc.) a concise caption describing the content of the file should be supplied. Each supplementary material should be submitted on a separate page and numbered consecutively with Arabic numerals (e.g. Table 1; Graph 3; Figure 7). Desired position of the certain material should be indicated in the text. Abbreviations and symbols used in each supplementary material should be explained in the legend below. Each supplementary material should be self-explanatory (without reference to the text).

Color illustrations should be submitted as RGB (8 bits per channel). Color illustrations for online publication are free of charge.

Electronic supplementary material will be published as received from the authors without any conversion, editing, or reformatting.

### Tables

To create a Table, Use Word format, the menu Table-Insert-Table, inserting the adequate number of rows and columns. By the right click of the mouse, use the options Merge Cells and Split Cells. Use single spacing and no indent to draw the tables.

### Graphs

Graphs should be plotted in Excel in order to see the respective values distributed in the cells. The same graphs should be linked to Word document. The original Excel files should also be submitted.



### Figures (Photographs)

Photographs should be submitted as TIFF or JPG format files with resolution of 300 dpi.

Photographs of persons must be made unidentifiable or the subject's written permission must be obtained. If figures have been reproduced from another source, provide a letter stating copyright authorization.

### Schemes (sketches)

Schemes should be drawn in Corel Draw or Adobe Illustrator. For vector graphics, the preferred format is EPS. Vector graphics containing fonts must have the fonts embedded in the files.

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### PROOFS

Proofs for final revision are sent to the corresponding author as PDF files. Authors are advised that they are responsible for proof-reading of the text, references and supplementary material (tables, graphs, figures etc.) for absolute accuracy. Major alterations, other than essential correction of errors, are unacceptable at this stage.

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