

Rules for authors

The rules for authors are based on the “White Paper of the Council of Scientific Editors on compliance with the principles of integrity of publications in scientific journals, updated version 2012” (CUE white paper on promoting integrity in scientific journals, 2012 update) and “Recommendations for conducting, describing, editing and publishing the results of scientific work in medical journals, December 2016”.

Goals and objectives of the journal

The policy of the journal is aimed at promoting professional communication of specialists from different countries and scientific schools. The journal publishes both domestic and foreign scientists and doctors, which contributes to the formation of new promising research, education and formation of researchers and practitioners.

The journal publishes original articles, results of basic research, description of clinical observations, lectures and literature reviews.

Original articles that reflect the results of randomized clinical and prognostic studies, systematic reviews, descriptions of clinical cases, methodological articles, and chronicles of scientific events related to topical issues of evidence-based medicine are accepted for publication.

The journal reviews materials from graduate students, applicants, doctoral students, specialists and experts.

Recommendations for authors before submitting the article

Submitting an article to the journal implies the following:

- the article was not published earlier in another journal;
- the article is not under consideration in another journal;
- all co-authors agree with the publication of the current version of the article.

Before submitting the article for consideration, make sure that the file(s) contains all the necessary information in Russian and English, the sources of information placed on the figures and tables are indicated, all quotations are correctly designed.

The editorial board of the journal recommends that authors use the following checklists and schemes developed by international organizations in the field of healthcare (EQUATOR, Enhancing the Quality and Transparency of Health Research) when preparing original articles and other materials.

When preparing the **articles that reflect the results of randomized clinical trials** – “CONSORT 2010 checklist of information to include when reporting a randomized trial”.

When preparing the **articles that reflect the results of non-experimental studies** – “The Strengthening of Reporting of Observational Studies in Epidemiology (STROBE) Statement: guidelines for reporting observational studies”.

When preparing **systematic reviews** – “PRISMA (Preferred Reporting Items for Systematic Reviews and Meta-Analyses)”.

When preparing **descriptions of clinical cases** – “The CARE Guidelines: Consensus-based Clinical Case Reporting Guideline Development”.

When preparing the **articles that reflect the results of qualitative research** – “SRQR (Standards for reporting qualitative research)”.

When preparing the **articles that reflect the results of predictive studies** – S TARD 2015: An Updated List of Essential Items for Reporting Diagnostic Accuracy Studies

The title page of the article contains (in Russian and English):

I. Name of the author(s)

The authors are the people defined by the scientific group as the main participants of the presented work and who agreed to take responsibility for their work. In addition to responsibility for their part of the work, the author should be able to indicate the co-authors responsible for other parts of the work.

II. Information about the author(s)

This section lists the title, position, and other regalia. The e-mail and phone number of the responsible author are also indicated here.

III. Affiliation of the author(s)

Affiliation includes the official name of the organization, including the city and country.

The authors should indicate all the places of work related to the research.

If authors from different institutions participated in the preparation of the article, it is necessary to indicate the affiliation of each author to a specific institution using the superscript index.

The official English-language name of the institution is required for the information block in English.

IV. Information on the participation of each author in the preparation of the article

The journal accepts the following authorship criteria:

1. Significant contribution to the idea and design of the study, data collection or analysis and interpretation of data.
2. Preparation of the article or its critical revision in terms of significant intellectual content.
3. Final approval of the version of the article for publication.

The list of authors does not include people who are not the authors of the article. The names of people who are not authors, but they provided other support, are indicated in the "Acknowledgements" section.

In Russian, when specifying the authors of the article, the surname should be indicated before the initials of the first name and patronymic (Ivanov P. S.).

Surnames in English should be indicated in accordance with the foreign passport or as it was indicated in previously published articles. If the author does not have a foreign passport and/or publications, the BSI standard should be used to transliterate the surname and first name (Ivanov P.).

V. Title of the article

The title of the article in Russian should correspond to the content of the article.

The English-language title should be competent in terms of English, while the meaning fully corresponds to the Russian-language title.

VI. Abstract

The recommended volume of a structured abstract for original research is 1000–2000 characters with spaces. The abstract contains the following sections: Purpose, Methods, Results, Conclusion. For review articles and descriptions of clinical cases, there are no requirements for the structure of the abstract; its volume should be at least 1000 characters with spaces.

The abstract should not include the terms introduced for the first time, abbreviations (with the exception of well-known ones), references to literature.

VII. Keywords

5–7 words on the topic of the article. It is desirable that the keywords complement the abstract and the title of the article.

VIII. Acknowledgements

This section indicates all sources of funding, as well as thanks to people who participated in the work on the article, but they are not its authors. Participation in the work on the article implies the following: recommendations for improving the study, providing space for research, departmental control, obtaining financial support, single types of analysis, providing reagents/patients/animals/other materials for research.

IX. Conflict of interest

The conflict of interest is the condition, in which people have conflicting or competing interests that can influence the editorial decision. Conflicts of interest can be potential, conscious, and real. Objectivity can be influenced by personal, political, financial, scientific or religious factors.

The author is obliged to notify the editor of a real or potential conflict of interest by including the information about the conflict of interest in the appropriate section of the article.

If there is no conflict of interest, the author should also inform about it.

X. The text of the article

The journal uses the IMRAD format (Introduction, Methods, Results, Discussion).

XI. Figures

The figures should be of good quality, suitable for printing.

All figures should have captions under them.

The caption should be translated into English.

The figures are numbered with Arabic numerals in their order in the text. If there is only one figure in the text, it is not numbered.

References to the figures are made as follows: "In Fig. 3, it is indicated that ..." or "It is indicated that ... (Fig. 3)".

The caption includes the serial number of the figure and its name. It is aligned to the left: "**Figure 2.** Description of vital processes".

The dot is not put after the caption.

The translation of the caption should be placed after the caption in Russian.

XII. Tables

The tables should be of good quality, suitable for printing. Tables that can be edited are more preferable than scanned ones or in the form of figures.

All tables should have headers.

The name of the table should be translated into English.

Tables are numbered with Arabic numerals in their order in the text. If there is only one table in the text, it is not numbered.

References to the tables are made as follows: "In Table 3, it is indicated that ..." or "It is indicated that ... (Table 3)".

The table header includes the ordinal number of the table and its name.

It is aligned to the left: "**Table 2.** Description of vital processes".

The dot is not put after the table header.

The translation of the table title should be placed after the table title in Russian.

XIII. Screenshots and photos

Photos, screenshots and other undrawn illustrations should be uploaded separately in the form of files of the following formats: .jpeg, .tif, .psd, png (.doc and .docx – if additional marks are applied to the image). The image resolution should be >300 dpi. The image files should have names that correspond to the number of the picture in the text. In the description of the file, a caption should be given separately, which should correspond to the name of the photo placed in the text.

XIV. Footnotes

Footnotes are numbered in Arabic numerals and placed page by page. The author's or editorial comments on the text can be placed in the footnotes.

XV. List of literature

The journal uses the Vancouver citation format, which implies a reference to the source in square brackets and subsequent mention of sources in the list of references in the order of mention. The page is indicated inside brackets, separated by a comma and a space after the source number: [6, p. 8]

When describing a source, one should specify its DOI, if it is possible to find it (for foreign sources, one can do this in 95% of cases).

References to the articles accepted for publication, but not yet published, should be marked with the words "in print"; authors should obtain written permission to link to such documents and confirmation that they are accepted for publication. Information from unpublished sources should be marked with the words "unpublished data/documents"; authors should also receive written confirmation of the use of such materials.

References to articles from journals should indicate the year of publication, volume and issue of the journal, page numbers.

No more than 3 authors should be presented in the description of each source.

The links should be verified, the imprint should be checked on the official websites of journals and/or publishers.

References are given only in English. After the description of the Russian-language source, an indication of the language of the work is placed at the end of the link: (In Russ.).

For transliteration of authors' names and surnames in the Russian-language sources, journal titles, the BSI standard should be used.

Examples

Links to articles from foreign sources:

1.Surname. First name. Patronymic., 2. Surname. First name. Patronymic. Title of the article. *Name of the journal*. Year; Volume (Issue): 00-00. DOI: 10.13655/1.6.1234567.

Chikli B., Quageber J. Reassessment of the hydrodynamics of cerebrospinal fluid (CSF): a review of the literature presenting a new hypothesis for the physiology of CSF. *J The Body Moves Forward*. 2013;17(3):344-354. DOI: 10.13655/1.6.1234567.

References to monographs in a foreign language:

With 1–3 authors:

Rivkin V.L., Bronshtejn A.S., Fain S.N. *Coloproctology Guide*. Moscow: Medicinskaja praktika; 2001. (In Russ.)

Indication of the editor or compiler:

1Surname. First name. Patronymic., 2Surname. First name. Patronymic., 3Surname. First name. Patronymic., editors. *Title*. The re-issue number. City: Publishing house; Year of publication.

De Frejtas P.M., Simojas A., editors. *Lasers in Dentistry: A Clinical Guide*. Moscow: GEOTAR-Media, 2018. 418 p. (In Russ.)

Chapter from a monograph or collection:

1Surname. First name. Patronymic. 1.Name. In: 2Surname. First name. Patronymic., editor. 2.*Name*. The re-issue number. City: Publishing house; Year of publication.

Ortonne J. *Vitiligo and other disorders of Hypopigmentation*. Bologna J., Jorizzo J., Rapini R., editors. *Dermatology*. 2nd. Spain: Elsevier; 2008.

The name of the journal and the name of monographs and collections are highlighted in italics; dots are placed after the initials. There is no comma between the author's surname and initials.

Writing the translated links to the article and monograph

In general, the structure of the link to the article looks like this:

Authors (transliteration). [Translation of the title of the article into English in square brackets]. Imprint data with the designation in English or only digital data. Indication of the language of the article (In Russ.)

In general, the structure of the link to the monograph looks like this:

Authors (transliteration). [Translation of the monograph title in square brackets]. Imprint data: the place of publication in English, if it is an organization, and transliteration, if the publishing house has its own name (indicating in English that it is a publishing house). The number of pages.

1.Surname. First name. Patronymic., 2. Surname. First name. Patronymic., [Translation of the title of the article]. *Transliteration of the journal name = The official name in English*. Year; Volume (Issue): 00-00. DOI: 0000-0000 (In Russ.)]

1.Surname. First name. Patronymic. [Translation of the title of the monograph]. City: Publishing House; 2000. (In Russ.)]

Links to Internet resources:

Note: it is preferable to specify a link to the material from the site that is mentioned in the article.

The link to the main page is not informative and it does not allow checking the information.

The name of the material on the site [site]. Website name; 2016 [updated on October 19, 2016; quoted on October 30, 2016]. Available at: <http://www.example.ru>.

1. Global report on PSORIASIS. World Health Organization 2016. P. 44. Available at: https://apps.who.int/iris/bitstream/handle/10665/204417/9789241565189_eng.pdf?sequence=1&isAllowed=y
2. Sondik E.J., Madans J.H. International Statistical Classification of Diseases and Related Health Problems. 10th revision. Division of Vital Statistics. WHO. 2011. Available at: http://www.cdc.gov/nchs/data/misc/classification_diseases2011.pdf. (accessed September 12, 2020).

References to the dissertation:

Naumenko L. (2006) Organ-preserving treatment of patients with choroidal melanoma T1-2N0M0 using β -ophthalmic applicators with ^{106}Ru + ^{106}Rh isotopes (PhD Thesis), Moscow, 112 p. (In Russ.)

XVI. How to submit an article for consideration

The manuscript of the article is sent to the editorial to the e-mail of the editorial office. The file with the article should be presented in Microsoft Word format (with extension *.doc, *.docx, *.rtf).

XVII. Interaction between the journal and the author

The editorial board of the journal conducts correspondence with the responsible (contact) author.

All articles submitted to the journal are pre-checked for compliance with formal requirements. At this stage, the article can be returned to the author(s) for revision with the request to eliminate errors or add the missing data. Also, at this stage, the article may be rejected due to its inconsistency with the goals of the journal, lack of originality, and low scientific value.

After preliminary review, the editors send the article to the reviewer. In controversial cases, the editor may involve several specialists in the review process, as well as the editor-in-chief.

If the reviewer's conclusion is positive, the article is sent to the editor for preparation for publication.

When making a decision on the revision of the article, the comments of the reviewer are given to the author. The editorial board agrees with the author on the terms for eliminating comments. If the author has not notified the editorial board about the planned actions within the agreed period, the article is removed from the publication queue.

When making a decision to refuse to publish an article, the corresponding decision of the editorial board is sent to the author. The editors have the right to reject an article without giving reasons.

The order of publication is established in accordance with the editorial plan of the journal.

Corrections of a stylistic, nomenclature and formal nature are made to the article without the consent of the author.

XVIII. The procedure of reviewing the decisions of the editor/reviewer

If the author does not agree with the conclusion of the reviewer and/or the editor or individual

comments, they can challenge the made decision. To do this, the author should:

- correct the manuscript of the article according to the reasoned comments of reviewers and editors;
- clearly state their position on the issue under consideration.

Editors help the re-submission of manuscripts that could potentially be accepted, but were rejected due to the need to make significant changes or collect additional data, and are ready to explain in detail what needs to be corrected in the manuscript in order for it to be accepted for publication.

XIX. Actions of the editorial board in case of detection of plagiarism, fabrication or falsification of data

In case of detection of unfair behavior on the part of the author, detection of plagiarism, fabrication or falsification of data, the editorial board is guided by the COPE rules.

By “unfair behavior”, the journal understands any action of a scientist, which includes improper handling of objects of study or intentional manipulation of scientific information, in which it ceases to reflect the observed research, as well as the behavior of a scientist that does not meet the accepted ethical and scientific standards.

The “unfair behavior” does not include honest mistakes or honest discrepancies in the plan, conduct, interpretation or evaluation of research methods or results, or unfair behavior that is not related to the scientific process.

XX. Correction of errors and withdrawal of the article

If errors are found in the text of the article that affect its perception, but do not distort the presented research results, they can be corrected by replacing the pdf file of the article and indicating the error in the article file itself and on the article page on the journal's website.

In case of detection of errors in the text of the article that distort the results of the study, or in case of plagiarism, detection of unfair behavior of the author (authors) associated with falsification and/or fabrication of data, the article may be withdrawn. The initiator of the withdrawal of the article can be the editorial board, the author, an organization, or an individual.

The withdrawn article is marked with the sign “Article withdrawn”; information about the reason for the article withdrawal is placed on the article page. Information about the withdrawal of the article is sent to the databases, where the journal is indexed.