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  - Corresponding author: mailing address, telephone number

- MANUSCRIPT FILE
  - Must be digital - hard copy submissions are not accepted

- ABSTRACT AND KEYWORDS
  - See the section Article Types for word limits

- REFERENCES
  - Cited sequentially in AMA style

- FIGURES AND TABLES
  - Cited sequentially and included in the main document

- ART FILES
  - Must be saved separately from the main document

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Article Types
The following graph shows what types of articles are accepted for publication, and what requirement they may have.

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General Guidelines
- You must submit a digital copy of your manuscript. Hard copy submissions are not accepted.
- Keep the format of your manuscript simple and clear. We will set your manuscript according to our style—do not try to “design” the document.
- The manuscript, including the title page, abstract and keywords, text, references, figure captions, and tables should be typewritten, double-spaced in 12-point font with 1-inch margins all around and saved as one file.
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- Credit suppliers and manufacturers of equipment, drugs, and other brand-name material mentioned in the manuscript within parentheses, giving the company name and primary location.
MANUSCRIPT FORMAT continued

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- This journal adheres to a single-blinded peer-review policy. The title page should be included in the main document.
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Abstract and Keywords
See the section Article Types for word limits.

The abstract should briefly outline the content of the article and any conclusions it may reach. The keywords should be words a reader would be likely to use in searching for the content of the article.

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- Please clearly distinguish the hierarchy of headings within the manuscript by using capital letters, underline, italic, and bold styles as necessary.
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Acknowledgments
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- References must be listed in AMA style, using Index Medicus journal title abbreviations.
- References follow the article text. Insert a page break between the end of text and the start of references.
- References must be cited sequentially (NOT alphabetically) in the text using superscript numbers.
- By way of exception to AMA style, do not italicize book titles or journal title abbreviations and do not put a period at the end of a reference.
- List all author names, up to and including six names. For more than six authors, list the first three followed by et al.
- References should be styled per the following examples:

1. Citing a journal article:

2. Citing a chapter in a book:

3. Citing a book:
   Stryer L. Biochemistry. 2nd ed. San Francisco: WH Freeman; 1981:559–596

4. Citing a thesis:

5. Citing a government publication:

6. Citing an online article:

7. Citing a symposium article:
   Eisenberg J. Market forces and physician workforce reform: why they may not work. Paper presented at: Annual Meeting of the Association of American Medical Colleges; October 28, 1995; Washington, DC
**MANUSCRIPT FORMAT continued**

**Figure Captions**
- Figures include photographs or radiographs, drawings, graphs, bar charts, flow charts, and pathways, but NOT lists or tables.
- Figures must be cited sequentially in the text. Number all figures (and corresponding figure captions) sequentially in the order they are cited in the text.
- Figure captions should be written after the reference list. Insert a page break between the end of references and the start of figure captions.
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- Tables must be double-spaced and numbered in the same sequence they are cited in the text. A short descriptive title should be provided for each table.
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- Any abbreviations used in the table should be explained at the end of the table in a footnote.
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General Guidelines
- It is best to use Adobe Photoshop to create and save images, and Adobe Illustrator for line art and labels.
- Do not submit art created in Microsoft Excel, Word, or PowerPoint. These files cannot be used by the typesetter.
- Save each figure in a separate file.
- Do not compress files.
- All black-and-white and color artwork should be at a resolution of 300 dpi (dots per inch) in TIFF format. Line art should be 1,200 dpi in EPS or TIFF format. Contact the Production Editor at Thieme if you are unsure of the final size.
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- Black-and-white artwork can be halftone (or grayscale) photographs, radiographs, drawings, line art, graphs, and flowcharts. Thieme will only accept digital artwork.
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- Color illustrations are expensive to produce and usually cannot be accepted unless the author is willing to cover the additional production costs incurred. Please check with the Editor in Chief or Thieme for details. We will convert color illustrations to black-and-white unless we receive a letter from the author assuming responsibility for the cost of printing color. Upon request, we will provide you with a cost estimate for the color printing.
- All color artwork should be saved in CMYK, not RGB.

Art Labels
- Arrows, asterisks, and arrowheads (or other markers) should be white in dark or black areas and black in light or white areas, and large in size. If not, these highlighting marks may become difficult to see when figures are reduced in size during the typesetting process.
- Use 1-point (or thicker) rules and leader lines.
- Capitalize the first word of each label and all proper nouns. Consider using all capitals if you need a higher level of labels.
- Where there are alternate terms or spellings for a named structure, use the most common one and make sure it is consistent with what is used in the text.
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**Further Reading**
Further general Thieme journal policies can be found [here](#). These include:

- **Principal Editorial Policies**
  - Publishing Ethics and Research Integrity Statement
  - Research Integrity
  - Editorial Process
  - Appeal Procedure
  - Peer Review
  - Peer Review Model
  - Recommending Reviewers
  - Transparency
  - Integrity of the Scientific Record
  - Thieme’s Archival Strategy

- **Authorship: Definitions and Responsibilities**
  - Corresponding Authors
  - Name Changes
  - Persistent Identifiers/ORCID
  - Contributorship
  - Artificial Intelligence and Authorship
  - Disputes
  - Affiliations

- **Research Ethics**
  - Ethical Approval and Patient Consent
    - Research Involving Human Subjects
    - Clinical Trial Registration
    - Reporting Guidelines
    - Research Involving Animal Studies
    - Research Involving Cell Lines
    - Research Involving Biological Samples and Specimen
  - Safety
  - Dual-Use Research of Concern
  - Competing Interests
  - Funding

- **Data and Supporting Evidence**
  - Data Availability Policy
  - Data Availability Policy Levels
  - Data Availability Statements
  - Data Repository
  - Data Mining

- **Misconduct**
  - Our Approach to Reported Misconduct
  - Our Malpractice Policies
    - Research Misconduct
    - Publication Misconduct: Data and Image Falsification and Fabrication
• Publication Misconduct: Paper Mills
• Publication Misconduct: Plagiarism
• Publication Misconduct: Text Recycling
• Publication Misconduct: Redundant Publication
• Journal Policy on Prior Publication
• Publication Misconduct: Undeclared Conflict of Interest
  ▪ Other Types of Misconduct and Fraud

• **Corrigenda, Retractions and Expressions of Concern**
  ▪ Safeguarding the Integrity of the Version of Record
  ▪ Corrigenda
  ▪ Retractions
  ▪ Expression of Concern
  ▪ Post-Publication Discussion and Peer Review

• **Guidelines Regarding International Sanctions AffectingSubmitted Papers**

• **Business Ethics**
  ▪ Libel, Defamation and Freedom of Expression
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