

Postgraduate Medical Journal

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The Journal is covered by *Current Contents*, *Biological Abstracts*, *ASCA*, *ISI/BIOMED*, *Index Medicus*, *Excerpta Medica* and *Science Citation Index*.

Editorial

Manuscripts, initial supplement enquiries, and all editorial correspondence should be sent to: The Editor, *Postgraduate Medical Journal*, 12 Chandos Street, London W1M 9DE, UK (tel: +44 171 636 6334; fax: +44 171 436 2535).

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Publisher

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International Postgraduate Diary

Royal Free Hospital School of Medicine
9–13 February, 8–12 June, 12–16 October
1998: MRCP Part II course
Details: DG James, Department of Medicine, Royal Free Hospital, Pond Street, London NW3 2QG, UK Tel +44 171 830 2108

Society for Endocrinology
23–26 March 1998: 17th Joint meeting of British Endocrine Societies (Heriot Watt University, Edinburgh, UK)
Details: Society of Endocrinology, 17/18 The Courtyard, Woodlands, Almondsbury, Bristol BS12 4NQ, UK. Tel +44 1454 619036; fax +44 1454 616071

Institute of Obstetrics and Gynaecology, Queen Charlotte's & Chelsea Hospital
1–3 June 1998: Advanced course in fetal medicine (London)
Details: Tel +44 181 383 3904; fax +44 181 383 8555; e-mail symposia@rmps.ac.uk

Institute of Psychiatry/Bethlem & Maudsley NHS Trust
25 February 1998: Career development day for women psychiatrists
Details: Ms Lee Wilding, Conference Office, Institute of Psychiatry, De Crespigny Park, London SE5 8AF, UK. Tel +44 171 919 3170; fax +44 171 740 5172; e-mail l.wilding@iop.bpmf.ac.uk

Osler Club of London (evening meetings)
5 February 1998: Members' papers
2 April 1998: John Hall and his patients
7 May 1998: Annual General Meeting. Sir William Osler's South African relatives
Details: Royal College of Physicians, Regents Park, London NW1 4LE, UK

Havering Hospitals MRCP Part II courses
7/8 February 1998: clinical course
Details: Dr G Smith, Department of Gastroenterology, Oldchurch Hospital, Romford, Essex RM7 0BE, UK Tel +44 1708 708224

Falk Symposia
14–19 February 1998: VII Gastroenterology week (Titisee)

27–29 February 1998: Complications of liver cirrhosis (Bonn)
5–7 March 1998: Induction and modulation of gastrointestinal inflammation (Saarbrücken)
30 April–2 May 1998: Innovative concepts in inflammatory bowel disease (Rostock, Germany)
Details: Falk Foundation eV, Congress Division, PO Box 6529, D-79041 Freiburg, Germany. Tel +49 761 130340; fax +49 761 1303459

Barrow Neurological Institute
8–11 March 1998: 24th Annual symposium on recent advances in neurology, neurosurgery and neuroradiology (Phoenix, Arizona, USA)
Details: Denise Eskildson, Neuroscience Conference Coordinator, Barrow Neurological Institute, 350 West Thomas Road, Phoenix, AZ 85013, USA. Tel +1 602 406 3067; fax +1 602 406 4104

Egyptian Society of Cardiology, 25th Anniversary meeting
22–27 February 1998: Cairo, Egypt
Details: 98 Mohamed Farid Street, Cairo, Egypt. Tel +20 2 337 5632; fax +20 2 360 2800

University of California, San Francisco
6 February 1998: Annual Paediatric Urology Seminar
11–13 February 1998: 31st Annual Recent advances in neurology
19–21 February 1998: Cardiovascular Health: coming together for the 21st century
19–21 February 1998: Epidemiology and prevention of infectious diseases
19–22 March 1998: Therapeutic and prophylactic uses of nucleic acids
26–28 March 1998: 10th Annual symposium on aesthetic surgery
23–25 April 1998: International bladder research congress
7–9 May 1998: 31st Annual Advances and controversies in clinical pediatrics
Details: University of California, Office of Continuing Medical Education, 1855 Folsom St, MCB Room 630, San Francisco, CA 94143-0742, USA. Tel +1 415 476 4521; fax +1 415 476 0318

University of California, San Diego
1–6 March 1998: 13th Annual postgraduate magnetic resonance imaging course
Details: Royals & Associates, Inc, PO Box 1925, Roswell, GA 30077-1925, USA. Tel +1 770 641 9773; fax +1 770 552 9859

Society of Thoracic Radiology
8–12 March 1998: Thoracic imaging 1998 (Puerto Rico)
Details: Royals & Associates, Inc, PO Box 1925, Roswell, GA 30077-1925, USA. Tel +1 770 641 9773; fax +1 770 552 9859

International Institute for Continuing Medical Education
16–19 March 1998: Breast imaging and interventions (Phoenix, AZ)
20–22 March 1998: Internal derangements of joints: MRI (Atlanta, GA)
Details: Royals & Associates, Inc, PO Box 1925, Roswell, GA 30077-1925, USA. Tel +1 770 641 9773; fax +1 770 552 9859

24th International Congress of Internal Medicine
4–9 November 1998: Lima, Peru
Details: Congress Secretariat, Avenue Jose Pardo 138 of 701, Miraflores, Lima, Peru. Tel +51 1444 5158; fax +51 1447 5396

International Conference on Orthopaedic Surgery
2–4 June 1998: Vth British Conference on Revision Surgery of the hip and knee (Earls Court, London)
Details: Metaphor Conferences, 21 Kirklees Close, Pudsey, W Yorks, LS28 5TF, UK. e-mail MetaphorUK@Compuserve.com

International Symposium on Nutrition and Pregnancy
11/12 June 1998: Maternal nutrition: new developments and implications (Paris, France)
Details: Biocommunication, 18 rue des Blancs Manteaux, F-75004 Paris, France. Tel +33 142 746753; fax +33 14804 0711; e-mail mpra@worldnet.fr

Postgraduate Medical Journal

INSTRUCTIONS TO AUTHORS

The aims of the *Postgraduate Medical Journal* are three-fold. Firstly, to help doctors in training to acquire the necessary skills to enable them to deliver the highest possible standards of patient care. Secondly, to help trainers to develop suitable training programmes for their trainees. Finally, once that training is completed, to allow these doctors to maintain those high standards by a process of continuing medical education.

To achieve these aims we publish original papers, short reports and commissioned editorials and review articles. We are also delighted to receive unsolicited editorials and reviews, from doctors and others. The *Postgraduate Medical Journal* reviews all the material it receives. Other items may include Self-assessment questions, Letters to the Editor, Book reviews and an International postgraduate diary. The full proceedings of meetings may be published as supplements to the Journal. The *Postgraduate Medical Journal* is published monthly in the English language, and has an international readership.

Typescripts

Three complete copies should be sent to the Editor, *Postgraduate Medical Journal*, 12 Chandos Street, London W1M 9DE, UK. Papers must be type-written, double-spaced, on one side of paper not larger than A4 (297 mm × 210 mm). The first page of the typescript should bear the names of the author(s) and the name and address of the laboratory or institution where the work has been carried out, in addition to the title of the paper. The full address, telephone and fax number of the author to whom proofs will be sent should be given, together with up to four key words or phrases suitable for use in an index. All pages should be numbered, including the title page. Papers may be returned if presented in an inappropriate form. If the paper is rejected, these copies will not be returned. Authors are asked to submit their approved manuscripts on computer discs. Guidelines will be sent with the acceptance letter.

Details of sources of funding should be provided and any potential conflicts of interest declared.

The principal author

The principal author must ensure that the covering letter is signed by all authors and includes a declaration that the paper is not under consideration by any other journal at the same time and that it has not been accepted for publication elsewhere. Any written or illustrative material which has been or will be published elsewhere must be duly acknowledged and accompanied by the written consent of the copyright holder.

Style

Abbreviations and symbols must be standard and SI units used throughout except for blood pressure values which are reported in mmHg. Acronyms should be used sparingly and fully explained when first used. Whenever possible, drugs should be given their approved generic name. Where a proprietary (brand) name is used, it should begin with a capital letter. Statistical analyses must explain the methods used. Words to be italicised should be underlined. The Concise Oxford English Dictionary is used as a reference for spelling and hyphenation. Figures and tables should be referred to in the text.

References

References should follow the Vancouver style. In the text, they should appear within square brackets, starting at 1. At the end of the paper they should be listed (double-spaced) in numerical order corresponding to the order of citation. All authors should be quoted for papers with up to six authors, for papers with more than six authors, the first three only should be quoted, followed by *et al.* Titles of medical periodicals should be given in full or abbreviated in line with the latest edition of *Index Medicus*. The first and last page numbers for each reference should be provided. Abstracts and letters must be identified as such. For example,

- 1 Clements R, Gravelle IH. Radiological appearances of hydatid disease in Wales. *Postgrad Med J* 1986;62:167-73.
- 2 Greenberger JS. Long-term hematopoietic cultures. In: Golde W, ed. *Hematopoiesis*. New York: Churchill-Livingstone, 1984; pp 203-42.

Responsibility for the accuracy and completeness of references rests entirely with the authors.

Figures and tables

Photographs, photomicrographs, line diagrams and graphs should be prepared to professional standards and submitted as originals or as unmounted glossy photographic prints. The identity of all patients should be masked (using a bar over the eyes) and written permission from the patient included with the submission. When preparing illustrations which include lettering or symbols, remember they may be reduced in size. All histology slides should contain a scale bar. Three copies of each illustration should be submitted, each bearing a label on the back marked in pencil with the author's name and the number of the figure. Figure legends and tables should be typed on a separate sheet. Figures and tables should be numbered in arabic numerals.

Original articles

Original articles are usually up to 3000 words long with up to six tables/illustrations and 30 references. They should be divided into: Title page, Summary, Introduction, Materials and Methods, Results, Discussion, Acknowledgements, References, Tables, Figures and captions. The summary should not exceed 250 words and should state concisely what was done, the main findings and how the work was interpreted. Numbered paragraphs should be avoided. The use of boxes with learning/summary 'bullet' points is encouraged.

Short reports

Short papers or case reports should not exceed 1000 words, inclusive of summary, introduction, report and discussion. Up to 10 references and two illustrations or tables will be accepted. Each report must include (on a separate sheet) a list of learning or summary points.

Self-assessment questions

Self-assessment questions may take several formats, including multiple-choice questions, (each consisting of a question stem and five items, with discussion of the correct answers, and up to five references per question), photographic material (eg, clinical photograph, X-ray, blood film, histological section) or data interpretation (eg, ECG, arterial blood gases), with clinical information and up to three questions with discussion of the correct answers, and up to five references per case. Authors whose case reports are rejected may be asked to consider resubmitting their report as a self-assessment question.

Review articles

The Editor welcomes review articles of up to 3000 words, provided they contain a clear educational message. The use of boxed case histories, learning bullet points and structured tables/summaries are encouraged. Guidelines for authors of review articles are available from the Editorial Office, who are also happy to discuss proposed articles.

Editorials

The Editor is delighted to consider for publication unsolicited editorials of 800 words. These will be peer reviewed.

Peer review

All papers are peer reviewed. Some are rejected after review by one or more members of the Editorial Board. The remainder are also reviewed by one or more external advisors. Reasons for rejection will be indicated to the principal author. The Editor retains the customary right to determine style and, if necessary, to shorten material accepted for publication.

Letters

Letters to the Editor related to articles published in the *Postgraduate Medical Journal* are welcome. Only one copy need be sent, which should not exceed 500 words and five references. Authors whose short reports are rejected may be asked to consider resubmitting their report as a letter.

Supplements

Guidelines for supplements are available from the Editorial Office, who are happy to discuss proposed supplements.

Proofs and copyright

A marked proof will be sent to the principal author which should be read carefully for errors. The corrected copy must be returned to the Technical Editor within three days. Major alterations to text cannot be accepted.

The principal author must complete and return to the Publisher the Copyright Assignment Form enclosed with the proofs. He/she is responsible for obtaining the signatures of all co-authors.

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