



**REVISTA PERUANA DE INVESTIGACION EN SALUD**  
***PERUVIAN JOURNAL OF HEALTH RESEARCH***



**INSTRUCTIONS TO AUTHORS**

**I. GENERAL INFORMATION**

**A. EDITORIAL POLICIES**

The Revista Peruana de Investigación en Salud (REPIS) is the official journal of the Faculty of Medicine of the Universidad Nacional Hermilio Valdizán de Huánuco.

The REPIS is published quarterly, is peer-reviewed, and its main objective is to disseminate information about original work carried out at the national and global levels, which contributes to knowledge in health sciences and medical specialties, with an emphasis on public health.

REPIS publishes original research preferably in Spanish, however, accepts contributions in English and Portuguese, when it is the mother tongue of the authors, or the principal researcher.

**B. PROPERTY RIGHTS**

The REPIS is only published electronically, with open access, which means that all the content is available free of charge for the user or his institution. Users can read, download, copy, distribute, print, search or link the complete texts of the articles, or use them for any other legal purpose, without asking permission from the editor or the author, all under the Creative Commons license. CC-BY.

**C. SCOPE**

The instructions for submitting articles to the REPIS follow the recommendations of the "Uniform Requirements for Preparing Manuscripts Submitted to Biomedical Journals" published by the "International Committee of Medical Journal Editors" (ICMJE).

**II. PREPARATION OF MANUSCRIPTS**

**A. SECTIONS OF THE JOURNAL**

The REPIS publishes manuscripts which result from research projects in the following areas:

- **EDITORIAL.** They are included at the request of the director of the REPIS, its content will refer to the articles published in the same issue of the journal, or they deal with topics of interest according to the editorial policy. A maximum of 1500 words and 10 references will be accepted.

- ORIGINAL RESEARCH. Observational studies, clinical research, articles on pharmacology or microbiology will be accepted, as well as original contributions on etiology, pathophysiology, pathology, epidemiology, diagnosis, prevention and treatment, as well as experimental or field work in all areas of health. . The maximum length of the text will be 3,000 words. A maximum of 30 bibliographical references and up to 6 figures and / or tables will be accepted.

The articles are to be structured as follows:

Initial page (see Preparation of the manuscript)

Summary: The summary is not to exceed 250 words, and is to be divided into four sections: Introduction, giving reasons for the research, Methods, telling how the research was carried out, Results of significance, and Conclusions derived from the above.

For language requirements, see Preparation of the manuscript.

Keywords: A minimum of 3 and up to a maximum of 6 key words used in the Index Medicus (Medical Subject Headings) or DeCS (Descriptores en Ciencias de la Salud) are to be included.

Text: The text is to be divided into the following sections: Introduction, Methods, Results and Discussion. For better understanding, sub-sections may be used in especially complex articles:

Introduction: The introduction should be as short as possible and should provide only explanations necessary to understand the text that follows. It should not be a revision of the topic or an advanced discussion. It must include a final paragraph in which the objectives of the work are clearly stated.

Methods: Methods should describe the selection of subjects or experiments, identify the methods and devices used (including names and addresses of manufacturers in parentheses) and procedures in sufficient detail to allow other researchers to reproduce the investigations with ease. If they are methods or procedures that are widely used, they should provide their reference and avoid their detailed description. Statistical methods used must be presented properly. Drugs and products used must be cited with generic names. Names of patients, their initials or the history number or any other information that could allow their identification should not be used.

Results: Observations made are reported, not interpreted. They must be presented in a logical sequence with help of tables and figures. Unnecessary repetition of those results that already appear in the tables should be avoided and only the most relevant data should be highlighted.

Discussion: Emphasis must be placed on the most important aspects of the study and on the conclusions derived from it. Do not repeat data already provided in the

results, only what is necessary to contrast them with those of the authors. It is necessary to clearly indicate questions that the research raises that may stimulate other authors to solve them. It is just as important for authors to specify the limitations of their research, as it is for them to itemize the contributions of their work.

Acknowledgments: (See Preparation of the manuscript).

Bibliography: (see Preparation of the manuscript).

- **SHORT ARTICLES.** In this section we will consider works of research that due to their special characteristics (such as series with reduced number of observations, research works with very specific objectives and results, descriptive epidemiological studies, among others) can be published in a more abbreviated and quick way. These works must have a maximum length of 1,500 words. A maximum of 15 bibliographical references and up to 3 figures and / or tables will be accepted. The maximum number of authors is six. Each work should be structured as an original article.
- **REVIEW ARTICLE.** The editorial committee will request review articles from researchers with extensive experience in their areas. People wishing to submit a review manuscript not requested by the editorial committee, should send a summary of the proposed manuscript that includes the title, and detailed index. Additionally, the summary of the authors' resumes supporting their experience in this field and a letter indicating the need to update the subject should be attached. The editorial committee will review the relevance of each proposal and communicate its decision to the proposing authors. The maximum length will be 6000 words and 50 bibliographical references, in addition to 10 tables and / or figures.
- **CLINICAL CASES.** In this section we will consider the publication of reports of clinical cases of any pathology, as long as they contain a pedagogical approach and respect the anonymity and modesty of the patient.

Each manuscript on clinical cases and clinical series must be accompanied by a letter with the written authorization of the patient (s) or their instructor (s) to publish the clinical data and / or images corresponding to the article. If it is impossible to obtain this documentation, it may be replaced by a letter issued by the head of the hospital where the patient (s) was treated, specifying that the institution supports the publication of the case / clinical series for scientific reasons.

These reports are to have the following structure: unstructured summary, keywords, introduction, case report, discussion (where the contribution or teaching of the article is highlighted) and bibliographical references. The maximum length is 150 words in the summary, 1500 words in the content, three figures or tables and fifteen bibliographical references.

- **IMAGES IN MEDICINE.** In this section, relevant images will be published in relation to all aspects of medicine and health in general (clinical, endoscopic, radiographic, microbiological, pathological, etc.). It is convenient to use graphic resources (arrows, asterisks, etc.) for highlighting observations. They should have a maximum of 300 words, up to 4 references and the number of authors should not exceed three.
- **HISTORY OF MEDICINE.** In this section, articles referring to the history of health will be published, including biographical notes of individuals that have contributed in an outstanding way to all areas of medicine and health. It has the following structure: unstructured summary, keywords, body of the article and bibliographic references. The maximum length is 100 words in the summary, 2,500 words in the content, three figures or tables and thirty bibliographical references.
- **IDEAS AND OPINIONS.** This section publishes essays that represent opinions or hypotheses of experts, about a specific topic of health or areas associated with health. The maximum length will be 1000 words, and a maximum of 10 bibliographical references will be accepted. The number of authors should not exceed three.
- **ETHICS AND MEDICINE.** This section publishes essays and review articles on bioethical issues, that is, problems and ethical dilemmas arising from technological breakthroughs in contemporary society, in all areas of health and medicine, as well as their interrelation with the area of law.
- **LETTERS TO THE EDITOR.** In this section, the discussion of works published in the last two issues of the journal and / or the contribution of opinions, observations or experiences that by their characteristics can be summarized in a short text are published. The maximum length will be 700 words. A maximum of 10 bibliographical references will be accepted, and a figure or a table will be admitted. The number of authors should not exceed four. The title must be included and up to 3 keywords in Spanish and English.

## **B. PREPARATION OF THE MANUSCRIPT**

### **LANGUAGE**

Manuscripts are accepted in Spanish, Portuguese or English. Articles in Portuguese and Spanish must be accompanied by a summary in the original language of the article, in addition to the respective summary in English. Articles in English must be accompanied by a summary in Spanish in addition to the abstract in the original language.

### **STYLE**

The file must present the following order: Initial page, Summary, "Abstract", Introduction, Methodology, Results, Discussion, Conclusion, Acknowledgments, Bibliographic

references and tables and / or illustrations. The complete final file must be sent only in the DOC format (Microsoft Word), having to respect the following format:

Margins with "Normal" settings throughout the text (upper and lower = 2.5 cm, left and right = 3 cm);

Double spacing throughout the text;

Times New Roman font, size 12, throughout the text;

#### COVER LETTER

The manuscript must be accompanied by a letter to the editor, presenting the work to the editor and justifying the importance of the research for possible publication, and must mention if the article is part of an academic thesis.

#### MAIN PAGE

Title: Authors must provide the titles of the manuscript in Spanish and English (maximum 15 words). The title should be concise, reflect the study design or type of article (eg, randomized controlled trial, systematic review) contain key terms to help electronic searches locate the article.

Heading title: Must also have a summary title in the original language of the manuscript (maximum of 8 words).

Authors: List the authors' data, correspondence author's data (full name, address and e-mail), identification number / approval of the Research Ethics Committee, if applicable. The individual contribution of each author in the development of the manuscript must also be specified.

Funding must be reported in the initial page. If the study was not funded by institutional and / or private resources, the authors must state that the study was not funded.

#### SUMMARY AND ABSTRACT

Abstracts in the original language should follow the recommendations of to the section to which you are sending the manuscript. Abstracts in English follows the same considerations.

Authors must submit at least 3 and at most 6 key words, in the original language and in English, that they consider as descriptors of the content of their work, in the language in which the article was presented and in English. These descriptors should be standardized according to the DeCS (<http://decs.bvs.br/>) and MeSH (<https://www.ncbi.nlm.nih.gov/mesh>).

#### TEXT

The REPIS strongly recommends that authors follow the recommendations of international consensus reports for specific types of articles such as the STROBE guidelines for

observational studies; CONSORT for clinical trials; STARD for studies of diagnostic tests, PRISMA for meta-analysis, etc.

Consult the guides in <http://www.equator-network.org/>

## ACKNOWLEDGMENT

Recognize only people who have contributed to the scientific content or provided technical support. Authors must obtain written permission signed by all those listed in the acknowledgments section. The correspondent author must also state that he has listed all those who contributed significantly to the work in the acknowledgments section.

## ILLUSTRATIONS

Tables and figures (graphics and drawings) should be included at the end of the manuscript, and are not allowed to be sent in separate pages. They must be sufficiently clear to allow their reproduction in a reduced form when necessary. Include them after the references, at the end of the manuscript (in single file).

## REFERENCES

References should follow the standards outlined in "Uniform Requirements for Manuscripts Submitted to Biomedical Journals" published by the "International Committee of Medical Journal Editors" at <http://www.icmje.org/>.

They should be inserted in the text, listed according to their order of appearance and specify:

Last name of the authors followed by initial of the first name, separating them with a comma, up to a maximum of six; if there are more than six, only the first six are cited and the expression et al is added. Period.

Work title. Period.

Abbreviated name of the journal according to conventions published in: List of Journals Indexed in Index Medicus: [http:// www.ncbi.nlm.nih.gov/nlmcatalog/journals](http://www.ncbi.nlm.nih.gov/nlmcatalog/journals)

Year of publication. Semicolon.

Volume. Colon.

Initial and final page of the text. Period.

Examples:

- Rodríguez L, Alva A, Coronel J, Caviedes L, Mendoza-Ticona A, Gilman R, et al. Implementación de un sistema de telediagnóstico de tuberculosis y determinación de multidrogoresistencia basada en el método Mods en Trujillo, Perú. Rev Peru Med Exp Salud Publica. 2014;31(3):445-53.

- Garcia-Pinzas J, Wong JE, Fernández MA, Rojas-Espinoza MA. Fibrodysplasia ossificans progressiva: diagnosis in primary care. *Rev Paul Pediatr.* 2013;31(1):124-8.

Accepted bibliographic references, that have not yet been published can be cited by adding the phrase: in press.

References obtained from the Internet that do not correspond to electronic versions of periodic publications indexed in Index Medicus / Medline must include: chapter name or text heading, complete electronic address, date of access to the information.

To quote book chapters, the following order must be respected: author (s) of the chapter, name of the chapter, name of the author (s) of the book, title of the book, edition, city of publication, publisher, year, initial pages and end of the chapter.

- Musher DM. Chapter 200: Streptococcus pneumoniae. Mandell GL, Bennett JE, Dolin R, editors. *Mandell, Douglas and Bennett's Principles and Practice of Infectious Diseases*, 7th ed. Philadelphia: Churchill Livingstone Elsevier; 2010, p. 2623-2642.

## TABLES

List tables by using Arabic numerals in the order in which they appear in the text. Tables should have titles that concisely describe the contents of the table so that the reader can understand the table without consulting the text. Tables may contain abbreviations, but they must contain a footnote that explains the abbreviation. Provide the units of measure for all numeric data in a column or row. Place the units of measure under a column heading or at the end of a side header only if those units are applied to all the numeric data in the column or row.

## IMAGES

List figures with Arabic numerals in the order in which they appear in the text. Each figure must have a figure caption that starts with a short title. Explain all abbreviations and symbols in the figure, even if an explanation appears in the text. For histological slide images, provide staining and magnification data at the end of the caption for each part of the figure. If a scale marker does not appear in the figure, provide the original magnification used during the observation, not that of the photographic impression.

## ABBREVIATIONS

When they are cited for the first time, they must be printed immediately after the complete term. Abbreviations should not be used in the title or in the abstract.

## C. SPECIAL CONSIDERATIONS

Manuscripts must be submitted exclusively to the REPIS, and their simultaneous submission to another journal is not allowed. Together with the submitted manuscript, the authors must sign and present the "**Declaration of Exclusivity, Authorship Rights and Conflicts of Interest**", according to the model provided by the REPIS. The opinions and

concepts issued in any of the sections of the REPIS are the entire responsibility of their authors.

The submission of a manuscript implies that the work described has not been previously published, except in the form of a summary or an academic thesis, in which case, this should be mentioned in the cover letter.

#### AUTHORSHIP

All authors must have made substantial contributions in each of the following aspects: (1) the conception and design of the study, or the acquisition of data, or the analysis and interpretation of the data, (2) the draft of the article or the critical review of the intellectual content, (3) the final approval of the version presented.

Authors are advised to carefully review the list and order of authors before submitting their manuscript for the first time. Any addition, deletion or reordering of the names of authors after the manuscript has been submitted will not be permitted.

#### CONFLICT OF INTERESTS

The authors must inform the editors of any financial or personal relationship with other individuals or organizations that could possibly have negatively influenced their work in any way. They must also inform the editors if the research has received funding of any kind.

#### ETHICS IN RESEARCH

Articles that include research results involving human beings must follow the ethical principles contained in the Helsinki's Declaration of the World Medical Association; as well as, comply with specific legislation (when applicable) of the country in which the research was carried out.

Articles that present research results involving human beings must contain a clear affirmation of the above compliance in the body of the article, and must have been approved by an ethics committee in research duly established for that purpose.

The editors of the REPIS, reserve the right to request additional information on the ethical procedures used in the research.

#### PLAGIARISM

The REPIS uses free software to search for plagiarism, so all articles that exceed 20% of plagiarism will be returned to their authors without initiating the review process.

#### REVIEWERS

In the cover letter, the authors must recommend two or three potential reviewers for their article, giving their names and email addresses. Keep in mind that the editor ultimately decides whether or not to use the proposed reviewers.



### **III. PRESENTATION AND SUBMISSION OF MANUSCRIPTS**

#### **A. SENDING**

We accept manuscripts submitted through the manuscript submission system, for which you must register in advance on the REPIS website. We also accept manuscripts sent by email to: [repis@unheval.edu.pe](mailto:repis@unheval.edu.pe).

#### **B. CORRESPONDENCE**

Electronic mail is the main form of correspondence between the authors and the medical journal. It is the responsibility of the corresponding author to coordinate the answers to the requests for review and questions about the work under review, including, among others, questions about the integrity of the work, requests for study protocols or information of the test record, study data and documentation of institutional review, approval of the ethics committee, etc.

#### **C. RECEPTION REPORT**

We recognize all the manuscripts and assign each one a unique and confidential manuscript number. We provide all authors with instructions to verify the manuscript's status via email and through our manuscript management system.

#### **D. INTERNAL REVIEW AND EXTERNAL REVISION**

Once the manuscript has been received, the editorial assistant verifies if all the established instructions were fulfilled, and if not, it will be returned to the author without entering the evaluation process. If all has been fulfilled, the manuscript is sent for the evaluation of the editors.

Each manuscript is evaluated by at least two referees, selected by one of the editors. The manuscripts sent for review are privileged communications and are the private property of the authors. Therefore, reviewers (such as members of the editorial team) should not publicly discuss the work of the authors or appropriate their ideas before publishing the manuscript. Reviewers should not keep copies of revised manuscripts in their personal files and are prohibited from sharing copies of the manuscript with others. Reviewers should destroy copies of manuscripts after submitting reviews. The reviewer will receive a copy of our decision letter to the author with the comments of the other reviewers. These are also confidential.

There is no direct communication between the authors and the reviewers. The REPIS is managed under the double blind peer review system, where neither the authors nor the reviewers know the identity of the other group.

#### **E. FINAL DECISION**

Once the report of the reviewers is received, the general editor, together with members of the editorial committee, meet and, based on the reports of the peer reviewers, make the decision to accept the manuscript in its entirety, accept it after minor changes, determine that the article can only be accepted if major changes are made, or reject the submission.

If there is controversy regarding the decision, the editor in chief will make the final decision to accept or reject the manuscript, which will be endorsed by the editorial committee.

The correspondent author will be informed by Email of any decisions taken by the editorial committee.

## **F. APPEAL**

Authors who think that their manuscripts were erroneously rejected can e-mail a letter of appeal to the editor who handled the manuscript. The letter should detail the author's concern and establish how the manuscript can be revised or clarified to address the key issues mentioned by the editors and reviewers. Publishers rarely reverse their original decisions. Many rejections involve priority judgments from editors that authors usually cannot address through an appeal. Once an appeal is received, the editors can confirm their decision to reject the manuscript, invite a revised manuscript or look for an additional peer review or a statistical review of the original manuscript.

## **G. CHARGES AND PAYMENTS**

REPIS does not charge fees for sending manuscripts, or for the evaluation or publication of articles.

## **IV. ACCEPTED MANUSCRIPTS**

### **A. PROOF OF PRINTING**

A proof of the article will be sent to the correspondent author. The proof of printing will be reviewed and possible errors will be marked, returning the revised proof within 48 hours. This proof aims to detect typographical, orthographic or shape errors. Corrections that affect the content or that modify the article in its original sense will not be accepted. If corrections are not received within the deadline, the Editorial Board will not be responsible for any error or omission that may be published.

The Editorial Committee reserves the right to admit or not the corrections made by the author in the proof.

### **B. AUDIOWEB**

The REPIS encourages the author to create an audio in MP3 format about his published article. These are brief presentations, which are shown next to the online article on the REPIS website. They offer authors the opportunity to summarize their research work in their own words to help readers understand the content of it.

## **V. GENERAL COMMUNICATION**

The correspondent author of the article may consult by emailing [repis@unheval.edu.pe](mailto:repis@unheval.edu.pe) at any time about the progress of the revision of his article or concerning any doubt that may arise.