**GUIDELINES TO THE AUTHORS**

(Updated on September 11, 2017)

**“JOURNAL OF RESEARCH AND INNOVATION IN HEALTH SCIENCES”**

The **“Journal of Research and Innovation in Health Sciences - JRIHS”** from the faculty of health sciences of the María Cano University Foundation, is an official publication of half-yearly periodicity issues in digital media, with a scientific and technical approach, aimed for professionals, teachers, researchers, students and people interested in the medical and health sciences, and their related areas. It will consider for publications papers associated to healthcare, educational and research aspects, related to human body movement, public health and entrepreneurship, innovation and health management.

The first edition of the Journal will be published in November 2017 and has the following structure or type of papers:

1. Original or unpublished article: Is one that presents original and detailed results of a scientific or technological research. The structure of this type of publications contains: Abstract in the native language and/or in English, keywords in the native language and/or in English, introduction, methodology, results, conclusions and bibliographical references. The recommended number of authors are maximum 6. The text will have a maximum of 3500 words or 20 pages without including the abstract, the legends of the figures and the bibliographic references. The tables and figures must be maximum 6. It must contain a minimum of 25 bibliographic references and a maximum of 50.
2. Review paper: Articles that involve a systematic review of a specific topic where the most relevant information is analyzed and integrated in an objective and critical manner will be published. The text will have a maximum of 3500 words or 20 pages without including the abstract, the legends of the figures and the bibliographical references. The tables and figures must be maximum 4. It must contain a maximum of 50 bibliographical references.
3. Case study: It may include the results of research on a particular situation or case (clinical cases, research works, among others, that can be summarized in a short space) of exceptional relevance that suppose an exceptional contribution to a specific area. The text will have a maximum of 1200 words, without including the abstract, legends of figures or bibliography. The maximum number of authors will be four. Maximum two tables or figures and a maximum number of 15 references are accepted.
4. Letter to the editor: It can be published critical documents, objections or comments related to articles recently published in the journal that, in the opinion of the editorial board, represents an important contribution for a specific area. Should not exceed 700 words and allow up to 5 citations, the number of authors is limited to four.

1. Bibliographic review: The content may include a brief presentation of a book, a brief description of its content (number of chapters, iconographic quality, tables and references) and the main contribution of the book to an area of health sciences related to physiotherapy.

**SUBMISSION AND PRESENTATION OF THE MANUSCRIPT**

1. Manuscripts must be sent by email to revistaiics@fumc.edu.co. They may be written in Spanish or English, and will be reviewed initially by the editorial board and at least by two external or independent reviewers who will make a blind evaluation, and will be selected by the editorial board and the scientific committee according to the profile of the manuscript. If the authors wish, they may propose at least two possible evaluators who do not belong to the institution where the research was carried out and who do not have any relationship with the authors of the research.
2. The document must be prepared in Microsoft Word version 2007 or higher and the figures sent in JPEG / JPG or PNG format. You must include the following information in this order: Title (Spanish and English), Resumen, Abstract, Keywords (Spanish and English), Introduction, Materials and Methods, Results and Discussion, Conclusions, Acknowledgments (optional) and Bibliographic references.
3. Include the full names of the authors (Example: C.A. Pérez-Vargas or the names and surnames when they are less than three authors), institutional affiliation and the name of the institution (s) where the work was developed. The full name of the author responsible for correspondence, affiliation, postal code, institutional email, telephone number and fax including the international code number. The author responsible for the correspondence, is the person responsible for communication with the journal, must ensure that all authors agree with the content of the article and that changes such as: Author’s order, removal or deletion of authors has been approved by each author; is also responsible for updating the co-authors on the condition of the manuscript before and after the publication. The concept of author in the scientific literature applies to those who write the original document and contribute significantly to the research. Being an author implies accepting public responsibility for the content of the article.
4. The complete manuscript should not exceed 20 double-spaced pages, justified text, with margins of 2.5 cm and Times New Roman or Arial characters of 12 points and numbered consecutively in the lower right, this without including abstracts, tables, figures and references. The summary will not exceed 500 words and the keywords a maximum of 6.
5. Double space between paragraphs should be used. A single space must be used between words and after a comma, semicoma, period or parentheses. Only hyphens can be used to separate words or numbers without using spaces, for example: 1-2, semi-spherical.
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7. Abbreviations and acronyms will be used as little as possible, however, the first time it appears in the text, the full term to which it refers must be written, followed by abbreviations or abbreviations in parentheses, example: Mass transfer coefficient (MCT). Avoid its use in the title and subtitles.
8. When using units of measurement, the conventions of units of the international system (SI) will be used. The symbols are not written in plural (kgs), nor end with a period (kg.). In the documents written in Spanish, a comma is used to express the decimal figures instead of a point, to express the units a point is used, example: 4,34566.
9. The Journal will use Vancouver standards. The bibliographical references at the end of the manuscript must offer the necessary information to identify and be able to recover the sources specifically in the preparation and foundation of the same. It is essential that each of the citations interspersed in the text have a corresponding reference in the final list and, conversely, any entry in the list of references must have been cited within the text. Since one of the purposes of the reference list is to allow the reader to retrieve and use the sources cited, the reference data must be correct and complete. Each entry generally contains the following elements: author, year of publication, title and publication data (place and editorial). You can consult: http://www.fisterra.com/herramientas/recursos/vancouver/

**BIBLIOGRAPHICAL REFERENCES**

Journal articles are cited according to the following scheme:

Surname of the main author(s). Article title. International Abbreviation of the Journal. Year; Volume (number): initial-final page of the article.

* Author of the article. Surname followed by the initials of the name, each author is separated by a comma and space. At the end a point is placed.
* Title of the article followed by period.
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* Year followed by semicolons and preceded by a space. If you have a date, place year abbreviated month and day followed by semicolon without space.
* The numeration of the article is offered followed and without spaces between the different punctuation marks indicating the following data:
* Volume (when the journal includes it).
* Number in parentheses.
* Pagination preceded by two points and separated the initial page of the final with a hyphen without spaces and at the end a point.

**Up to six authors:** All the authors are mentioned. Example: Díez Jiménez JA, Cienfuegos Márquez M, Suárez Fernández E. Respiratory adventitious noises: confounding factors. Med Clin (Barc). 1997; 109 (16): 632-634.

**More than six authors:** The first six authors are mentioned followed by the abbreviation et al. Example:

Martín Cantera C, Córdiba García R, Jane Julio C, Nebot Adell M, Galán Herrera S, Aliaga M et al. Med Clin (Barc). 1997; 109 (19): 744-748.

**Corporate Author:**

Name of the institution. Article title. Abbreviated title of the Journal. Year; volume (number): initial page-final page.

Example:

The Cardiac Society of Australia and New Zealand. Clinical exercise stress testing. Safety and performance guidelines. Med J Aust. 1996; 116: 41-42.

**When the name of the author is not indicated:**

Article title. Abbreviated title of the Journal. Year; volume (number): page.

Example:

Cancer in South Africa [editorial]. S Afr Med J. 1994; 84: 15.

**Articles in a language other than English:** Articles must be written in their original language if the script is Latin

Example:

Collin JF, Lanwens F. La veine carotide externe. Rappel historique des travaux by Paul Launay. Ann Chir Esthet. 1997; 42: 291-295.

**MONOGRAPHS:** The monographs are cited according to the following general scheme:

Author(s).Title of the book. Edition. Place of publication: Editorial; year.

**One or several individual authors**

Ahlbom A, Norell S. Foundations of Epidemiology. 5th ed. Madrid: Siglo XXI Editores; 2000

Kahle W, Leonhart H, Platzer W. Atlas of Anatomy Vol.1. Barcelona: Omega; nineteen ninety five.

López Piñero JM. Medicine in history Madrid: The sphere of books; 2001

Risgven MK, Bond D. Gerontology and leadership skills for nurses. 20 ed. Albany (NY): Delmar Publishers; nineteen ninety six.

**Editor (s), compiler (s) as authors:** The function will be indicated after the names preceded by a comma and space, as can be seen in the following examples:

Norman IJ, Redfern SJ, editores. Mental Elath care for elderly people. Nueva York: Churchill Livingstone; 1996.

Espinás Boquet  J, coordinador. Guía de actuación en Atención Primaria. 2ª ed. Barcelona: Sociedad Española de Medicina; 2002.

Devlin TM, coordinador. Bioquímica: libro de texto con aplicaciones clínicas. 4ª ed. Barcelona:Reverté; 2008.

Teresa E de,  editor. Cardiología en Atención Primaria. Madrid: Biblioteca Aula Médica; 2003.

**An organization as author and / or editor**

American Psychiatric Association. Guías clínicas para el tratamiento de los trastornos psiquiátricos. Barcelona: Ars MEDICA; 2004.

Institute of Medicine (US). Looking at the future of the Medicaid Programme. Washington (DC): The Institute; 1992.

**Note:** The first edition does not need to be recorded. The edition is always written in Arabic numbers and abbreviated (for example: 2nd ed.) If the work is composed of more than one volume, it should be indicated below the title of the book (for example Anatomy Atlas Vol. 3)

**BOOK’S CHAPTER**

The parts or chapters of a book or monograph are cited according to the following general scheme:

Author / s of the chapter. Title of the chapter. In \*: Director / Coordinator / Book Editor. Title of the book. Edition. Place of publication: Editorial; year. start-end page of the chapter \*\*.

\* Use In when it comes to a work in English

\*\* p. lowercase for the page abbreviation, even if it is preceded by a dot

Examples:

Mehta SJ. Dolor abdominal. En: Friedman HH, coordinador. Manual de Diagnóstico Médico. 5ª ed. Barcelona: Masson; 2004. p.183-90.

Philips SJ, Whisnant JP. Hypertension and stroke. In: Laragh JH, Brenner BJ, editores. Hypertension: pathophysiology, diagnosis and management. 20 ed. Nueva York: Raven Press;1995. p. 465-78.

**Presentation or communication in a congress, conference, symposium:** The presentations or communications in Congresses, Conferences, etc., are cited in the same way.

Example:

Castro Beiras A, Escudero Pereira J. El Área del Corazón del Complejo Hospitalario “Juan Canalejo”. En: Libro de Ponencias: V Jornadas de Gestión y Evaluación de Costes

Sanitarios. Bilbao: Ministerio de Sanidad y Consumo, Gobierno Vasco;  2000. p. 12-22.

**WEB RESOURCES:** The resources available through the Internet can present a very varied typology: journals, monographs, portals, databases, among others. Therefore, it is very difficult to give a general guideline that can be used for any type of resource.

At least one reference found through the Internet must have the following information:

Title of the web resource

Indication in brackets that it is a publication found on the Web: [internet]

Date of consultation: [consulted ...]

Availability and location: Electronic address (URL) or DOI (Digital Object Identifier). In case of having DOI the URL is omitted.

Below you can see, through different examples, how some types of electronic resources are specifically cited following the Vancouver Style. Note that there is no end dot when a reference ends with a URL.

**Articles of online journals:** Articles from online journals are cited according to the following general scheme:

Author. Title. Name of abbreviated journal [Internet] \* year [consulted]; Volume (number): pages or extension indicator. Available at: electronic address

\* It can be replaced by: [Online Journal], [Online Magazine] [Online Magazine]

Examples:

Del Arco A, Segovia G, Fuxe K, Mora F. Changes in dialysate concentrations of glutamate and GABA in the brain: an index of volume transmission mediated actions?. J Neurochem [Internet] 2003 [accessed June 30, 2016] 85 (1): p.23-33. Available in[accessed June 30, 2016] 85 (1): p.23-33. Available in : <http://onlinelibrary.wiley.com/enhanced/doi/10.1046/j.1471-4159.2003.01692.x>

Transmission of Hepatitis C Virus infection associated infusión therapy for hemophilia. MMWR [Internet] 1997 July 4 [accessed junio 29 of 2016]; 46 (26): [aprox. 3 p.]. Disponible en: <http://www.cdc.gov/mmwr/preview/mmwrhtml/00048303.htm>

**Monografías en línea**: Online monographs: Online monographs are cited according to the following general outline

Author / s or Director / Coordinator / Editor. Title [Internet] \*. Edition. Place of publication: Editor; year [consulted]. Available at: electronic address.

\* It can be substituted by: [Online monograph], [Monografía en Internet], [Book on Internet].

Examples:

Moraga Llop FA. Protocolos diagnósticos y terapéuticos en Dermatología Pediátrica. [Internet]. Madrid: Asociación Española de Pediatría; 2003 [consultado 29 de junio de 2016]. Disponible en: <http://www.aeped.es/protocolos/dermatologia/index.htm>

Zaetta JM, Mohler ER, Baum R. Indications for percutaneous interventional procedures in the patient with claudication. [Internet]. Walthman (MA): UpToDate;  2005 [consultado 30 de junio de 2016]. Disponible en: <http://www.uptodate.com/>

**Databases:** The databases are cited according to the following general scheme:

Institution / Author. Title [database on the Internet] \*. Place of publication: Editor; Date of creation, [date of update; Date of consultation]. Available at: electronic address.

\* Can be replaced by: [online database], [Internet], [Internet recovery system].

Examples:

Cuiden [base de datos en Internet]. Granada: Fundación Index [actualizada en abril 2004; consultado 28 de junio de 2016]. Disponible en: <http://www.index-f.com/new/cuiden/>  
  
PubMed [base de datos en Internet]. Bethesda: National Library of Medicine; 1966- [consultado 28 de junio de 2016]. Disponible en: <http://www.ncbi.nlm.nih.gov.accedys2.bbtk.ull.es/pubmed>

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\* It can be replaced by: [Main page on the Internet], [Internet], [Homepage on the Internet], [Homepage], [Web Site]

Examples:

Sociedad Española de Nefrología [Sede web]. Santander: SEN; 2015 [Consultado 29 de junio de 2016]. Disponible en: <http://www.senefro.org/>

Asociación Española de Urología [Sede web]. Madrid: AEU [consultado 30 de junio de 2016]. Disponible en: [http://www.aeu.es](http://www.aeu.es/)

Cancer-Pain.org [Sede web] [actualizado 16 de mayo de 2002; consultado 5 de julio de 2016]. Disponible en: <http://www.cancer-pain.org/>

Citing Medicine. The NLM Style guide for authors, editors and Publisher [disponible en]: <http://www.ncbi.nlm.nih.gov/books/bv.fcgi?rid=citmed.TOC&depth=2>

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1. **ETHICAL RESPONSIBILITIES:**

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