

PUBLICATION REQUIREMENTS: INFORMATION FOR AUTHORS

Submissions should be sent to:

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The *Rhode Island Medical Journal* is a peer-reviewed publication. We welcome articles, including case reports, clinical reviews, original research reports and briefs, literature reviews, public health policy studies, and Images and Videos in Medicine, from the Rhode Island and regional healthcare community, our target audience. Articles submitted for publication must not have been published elsewhere or be under consideration for publication. The Journal does not publish master's theses or doctoral dissertations. The editors reserve the right to edit any material submitted.

A manuscript must be in full compliance with all RIMJ requirements before it will be reviewed for publication.

Peer review

Authors are encouraged to submit the names and contact information for two peer reviewers to expedite the process.

Manuscripts

- Format in a standard 12 pt. font, double space
- Add line numbers
- Manuscript sequence: Title, Authors, Abstract, Keywords, Text, References, Author Titles and Affiliations, Disclosures, Correspondence
- Approximately 2,500 words for clinical contributions
- Do not use underlines, rules, page footnotes, or guidelines within the manuscript

Authors

Credit for authorship should include individuals who have made substantial contributions to the manuscript according to 2018 revised guidelines established by the International Committee of Medical Journal Editors (ICMJE), based on the following **4 criteria**:

- Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND
- Drafting the work or revising it critically for important intellectual content; AND
- Final approval of the version to be published; AND
- Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

The RIMJ standard is to list a maximum of **8 authors**. The specific contributions of additional collaborators can be noted in an acknowledgment. Student authors should have a senior author on the manuscript.

Co-first authorship can ONLY be listed in an acknowledgment.

Abstracts

An abstract of 150 words or less should accompany each scientific manuscript. The abstract summarizes the main points of an article:

(1) the study objective or background, (2) the study design and methods, (3) primary results, and (4) principal conclusions.

Keywords

Provide three to five keywords to describe the essential subject(s) of your article.

Citations & References

Approximately 35–45 references should be cited in numerical order in the text and arranged at the end of the article in the order they are cited. All references should be cited as superscripts within the manuscript. Place superscript numbers outside periods and commas and inside colons and semi-colons.

RIMJ citation style: Currently, more than 1.1 million people are living with HIV/AIDS in the United States alone, of which a CDC-database modeling estimated 3,730 to 4,061 live in Rhode Island.¹

RIMJ reference style: Baugh J, Kemen K, Messervy J, Biddinger P. Beyond the Hazard Vulnerability Analysis: Preparing Health Systems for Climate Change. *R I Med J*. 2021 Nov 1;104(9):55–59. PMID: 34705910

Accompanying material (Limit: 6 total)

Tables should be provided as editable Microsoft Word documents and must fit on a single vertical 8.5 x 11 page in 12pt font; jpegs, pdfs, or image files are not permitted for Tables. Tables should be concise and submitted with a Title and short explanatory notes, asterisked below, if needed.

Figures should be accompanied by legends, and each figure can contain only one, not multiple, images; sequential images can be labeled Figures 1A, B, C, etc. Figures should be provided as individual files in their original file format. Note, figures may be reduced to 3–4 inches in width for publication.

• **Photos and images:** Provide high-resolution photos or images separately in their original file format. Low-resolution images will not be accepted.

• **Graphs or charts:** Provide as separate Microsoft Word files. Fonts and details must be legible when reduced to 3–4 inches in width. Recommended for clarity are sans serif fonts, such as Calibri or Arial, at a minimum size of 12 pt.

Author Affiliations

Biographical information for each contributing author must accompany the manuscript submission. Affiliations for each contributing author should be listed in a separate sentence for each. In each sentence include:

- Author name
- Academic, professional degree(s)
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Acknowledgment

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Correspondence

Include the name, title, and current position of the corresponding author with mailing address, telephone, fax, and e-mail address.

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