

# The Journal of Rheumatology

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## THE JOURNAL OF RHEUMATOLOGY

*The Journal of Rheumatology* is a monthly, peer review serial founded in 1974 and edited by Earl D. Silverman. *The Journal* publishes original clinical research articles, metaanalyses, systematic reviews, editorials, historical vignettes, case reports, medical educational papers, and letters. Topics include rheumatoid arthritis, ankylosing spondylitis, psoriatic arthritis, osteoarthritis, and other rheumatic and musculoskeletal diseases.

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## ONLINE MANUSCRIPT SUBMISSION

Manuscripts and all other editorial communications addressed to the Editor of *The Journal of Rheumatology* should be submitted through our online submission system, available at the ScholarOne Manuscripts website.

To submit a new manuscript, log in to [mc.manuscriptcentral.com/jrheum](http://mc.manuscriptcentral.com/jrheum) with an existing account. If you are submitting for the first time, create a new account. Follow all online instructions. At the end of a successful submission, a confirmation screen with the manuscript number will appear and you will receive an e-mail acknowledging that the manuscript has been received.

If you do not receive an e-mail acknowledgment, please check your submission and/or contact our technical support staff at [manuscripts@jrheum.com](mailto:manuscripts@jrheum.com). Manuscripts that do not meet the main format requirements outlined in *The Journal of Rheumatology's* Guide for Authors will be returned to the authors for revisions prior to review by the Editor.

## SUBMISSION GUIDELINES

Original, previously unpublished full-length articles, brief communications, editorials, reviews, hypotheses, images in rheumatology, correspondence, letters, and case reports/letters will be accepted for publication following successful review and on condition that they are submitted solely to this journal. Subject matter may relate to the broad field of rheumatology, rehabilitation medicine, immunology, infectious diseases, orthopedic subjects, or medical education pertaining to the rheumatic diseases. Manuscripts containing original material are accepted for consideration with the understanding that neither the article nor any part of its essential substance, tables, or figures has been or will be published or submitted for publication elsewhere before appearing in *The Journal*. This restriction does not apply to abstracts or press reports published in connection with scientific meetings. Authors are responsible for submitting any permission necessary from the original copyright holder for previously published text, tables, or figures included in the manuscript.


### Authorship

All persons designated as authors should qualify for authorship. Every author should have participated sufficiently in the work to take public responsibility for the content. Authorship credit should be based on authors fulfilling all 3 criteria:

- substantial contribution to conception and design, execution, or analysis and interpretation of data;
- drafting the article or revising it critically; and
- reading and approval of the final version.

Acquisition of funding, collection of data, or general supervision of the research group alone do not, in themselves, constitute authorship. All non-authors who have made substantial contributions (i.e., one or more of the above 3 author criteria) to the study or to manuscript preparation must be listed in the Acknowledgment or included under sponsorship information.

For studies involving a large multicenter group, the group name may be included in the list of authors, but only those members who qualify for authorship and are willing to accept responsibility for the manuscript should be named as authors. **The names and cities of non-author collaborators should be listed in an appendix.** The National Library of Medicine (NLM) indexes the names of collaborators listed in the appendix.

 **NOTE:** To ensure the authenticity of authorship, authors should link their ScholarOne Manuscripts with their [ORCID iD](#).

### Conflict of Interest

Authors of research articles, editorials, and reviews must disclose at the time of submission any relationships that could be viewed as potential conflicts of interest, for example, any financial interest in a company (or its competitor) that manufactures a product discussed in the article. Only those financial relationships that pose a potential conflict of interest and are  $\geq$  \$10,000 per entity for the previous 12 months must be disclosed. Such relationships may include employment, consultancies, speaker's fees, honoraria, stock ownership/options, expert testimony, patent or license-related income, and royalties. Such information will not influence the editorial decision.

For more detailed information on the definition and types of conflicts of interest, visit the [World Association of Medical Editors \(WAME\) Conflict of Interest policy](#). For questions about these issues, contact the [Manuscripts Department](#).

*The Journal of Rheumatology* discourages submission of more than one article dealing with related aspects of the same study. If authors are aware of any published paper or other manuscript in preparation or submitted elsewhere or to *The Journal* related to the manuscript under consideration (e.g., another manuscript resulting from the same study), a copy of the related paper should be uploaded as a supplementary file with the paper submitted for publication.

For articles reporting clinical trials, registration in an appropriate public registry before the start of patient enrollment is strongly encouraged. Authors of articles reporting registered trials should include the trial registration number in the Abstract and in the Materials and Methods sections of their manuscript. The registration number will be published in articles accepted for publication.

### **Ethics**

Authors are required to provide their institution's ethics board approval number. Manuscripts involving human subjects must comply with the Declaration of Helsinki or with the research ethics standards of the country of origin. Manuscripts involving animal subjects must include a statement that the study was conducted in full compliance with the local, national, or institutional ethics boards/bodies.

If ethics was not required or was waived, authors are to provide the document(s) explicitly stating this from their respective Institutional Review Boards.

For text that uses patient-level data, authors must include a statement indicating they have obtained the patient's written informed consent to publish the material, and the patient consent statement must be kept on file by the authors. Patient consent is also needed for visual material that cannot be completely de-identified, such as photographs of the subject's face.

The Journal reserves the right to reject papers if the ethical aspects are in doubt according to the opinion of the Editorial Committee.

### **Publishing Misconduct**

Articles are considered only for exclusive publication in *The Journal* with the understanding that they have not been published elsewhere (in part or in full, in other words or in the same words in letter or article form, or otherwise), are not at the time of submission under consideration by another journal or other publication, and will not be submitted elsewhere unless rejected by *The Journal of Rheumatology*.

If an author violates this requirement or engages in other similar misconduct, the Editor may, in addition to rejecting the manuscript, impose a moratorium on the acceptance of new manuscripts from the author. If the misconduct is deemed sufficiently serious, the Editor may refer the matter to the author's academic institution or hospital and/or the appropriate disciplinary body.

### **Peer Review Process**

Authors are encouraged to suggest the names of 3 or 4 persons who might be considered suitable reviewers of their work. To aid in the review process, include the statistical worksheet (not for publication), if applicable.

## TYPES OF SUBMISSIONS

All submissions must include a declaration regarding funding and conflict of interest.

### Full-length Manuscripts

Original, unpublished investigative reports regarding clinical, laboratory, and translational aspects of rheumatology. Includes systematic reviews and metaanalyses.

- Abstract: maximum of 250 words (Objective, Methods, Results, and Conclusion)
- Word count: maximum of 3500, from Introduction through Discussion
- Tables and figures: maximum of 6, combined
- References: maximum of 50 for full-length articles/70 for systematic reviews and metaanalyses

### Brief Communications

Short investigative reports, formatted in the same manner as full-length manuscripts.

- Abstract: maximum of 100 words (Objective, Methods, Results, and Conclusion)
- Word count: maximum of 1500, from Introduction through Discussion
- Tables and figures: maximum of 3, combined
- References: maximum of 20

### Reviews

Review articles on rheumatologic aspects of clinical practice, clinical therapeutics, current concepts, drug therapy, and mechanisms of disease.

- Abstract: maximum of 150 words, unstructured
- Word count: maximum of 3000
- Tables and figures: maximum of 4, combined
- References: maximum of 50

### Editorials

Solicited by the editors, but unsolicited material is also considered. Editorials on rheumatologic aspects of clinical practice, clinical therapeutics, current concepts, drug therapy, and mechanisms of disease are welcome. Editorials are accompanied by author photographs (maximum of 3).

- Abstract: not required
- Word count: maximum of 1500
- Tables and figures: maximum of 2, combined
- References: maximum of 20

### Images in Rheumatology

Abbreviated case descriptions of abstract length that feature exceptional visual illustrations.

- Abstract: not required
- Word count: maximum of 250
- Authors: maximum of 3
- Figures: maximum of 2

- References: maximum of 5

### Letters

Abbreviated investigative reports organized as brief communications, but with no subdivision for an Abstract, Methods, or Results.

- Abstract: not required
- Word count: maximum of 800
- Authors: maximum of 3
- Tables and figures: maximum of 2, combined
- References: maximum of 10

### Case Reports

Abbreviated descriptions of exceptional clinical findings and clinical course, in the form of a letter to the editor. Single cases or series of cases are considered.

- Abstract: not required
- Words: maximum of 800
- Authors: maximum of 3
- Tables and figures: maximum of 2, combined
- References: maximum of 10

### Correspondence

A brief commentary on a previously published letter to the editor.

- Abstract: not required
- Words: maximum of 800
- Tables and figures: maximum of 2, combined
- References: maximum of 10

### Supplements

The Journal welcomes the opportunity to publish proceedings of significant symposia, providing the material represents original work not previously published. Symposium organizers are urged to contact the [Managing Editor](#) well in advance of the symposium date with a draft program. Faculty, subject matter, and editorial content are all subject to the approval of the editorial committee. Papers submitted to be published on the proceedings must conform to the style for supplements, which is available on request, before they will be considered for publication.

## PREPARATION OF MANUSCRIPTS

### Cover Letter

Manuscripts should be accompanied by a cover letter indicating that the final manuscript has been seen and approved by all the authors, that they have obtained the required ethical approvals, that they have given necessary attention to ensure the integrity of the work, and that they agree to bear the applicable publication charges if their manuscript is accepted for publication (see [Page Charges and Color Charges](#)). The cover letter should note the type of manuscript submitted (e.g., full-length article, brief communication, etc.).

### Format and Organization

Manuscripts should be concise and typed double spaced with liberal margins. Organize manuscripts to include the following sections:

- Title Page
- Abstract\*
- Introduction
- Materials and Methods
- Results
- Discussion
- Acknowledgment
- References
- Figure Legends
- Tables and Figures
- Appendix and Data Supplements

\*Abstracts are not required for Letters, Case Reports, Editorials, or Images in Rheumatology.

The manuscript, accompanying tables, and figures should be prepared for online submission and review using conventional software. Number each page, including tables and figure legends, in sequence. Manuscripts, tables, figures, data supplements, and appendix should be submitted as separate files.

Indicate the main sections of the manuscript by side headings. Arabic numerals should be used throughout the manuscript but spelled out at the beginning of sentences.

### Details of Format and Organization

#### Title Page

Title page should be prepared in the following order:

- Full title of manuscript, which should be concise but informative (up to 20 words).
- Complete given names and surnames of all authors, with applicable [ORCID iD](#).
- Key Indexing Terms (maximum of 6; must be MeSH terms)
- Name of department(s) and institution(s) to which the work should be attributed.
- The source(s) of support in the form of grants or industrial support.
- Conflict of interest.
- Initials, surnames, appointments, and highest academic degrees of all authors.

- Name and address of author responsible for correspondence.
- A short running head (maximum of 4 words).

### **Abstract**

Full-length manuscripts (250 words) and brief communication articles (100 words) must include a structured abstract in the title page section of the manuscript document, briefly describing Objective, Methods, Results, and Conclusion.

Review article summaries (150 words) should be provided in unstructured paragraph format.

### **Acknowledgment**

Acknowledgment, if applicable, should be added after the Discussion of the paper and before the references. It should not acknowledge grant or industrial support for fellowship awards, all of which should appear on the title page.



## References

Authors are responsible for the accuracy of references, which must be verified against original sources in the manuscript and on the page proof.

Number references consecutively in the order in which they are mentioned in the text. Identify references in text, tables, and legends by Arabic numerals (in parentheses). For references cited only in tables or figure legends, number references consecutively in the order in which they appear in the text.

**Use abbreviations for titles of medical journals that conform to those in Medline.**

**For EndNote users.** Download *The Journal's* style from EndNote ([endnote.com/downloads/style/journal-rheumatology](http://endnote.com/downloads/style/journal-rheumatology)). If you require further assistance, contact [EndNote technical support](#).

**Abstracts.** Avoid using abstracts as references whenever possible; “unpublished observations” and “personal communication” may not be used as references, although references to written, not verbal, communications may be inserted (in parentheses) in the text.

**Examples of correct forms of references are given below:**

**Standard Journal Article.** (List all authors, but when 7 or more, list 6 and add “et al”.) Soter NA, Wasserman SI, Austen KF. Cold urticaria: release into the circulation of histamine and eosinophil chemotactic factor of anaphylaxis during cold challenge. *N Engl J Med* 1976;294:687-90.

***The Journal of Rheumatology Supplement.*** Dawkins RL, Garlepp MJ, McDonald BL, Williamson J, Zilko PJ, Carrano J. Myasthenia gravis and D-penicillamine. *J Rheumatol Suppl* 1981 Feb;8:169-72.

**Abstract.** Fischman SA, Joiner KA. Binding of the 3rd component of complement C3 by toxoplasma gondi [abstract]. *Clin Res* 1987;35:475A.

**Agency Publication.** National Center for Health Statistics. Acute conditions: incidence and associated disability. United States, July 1968-June 1969. Rockville: National Center for Health Statistics; 1972; DHEW publication no. (HSM)72-1036. (Vital and health statistics; series 10, no. 69).

**Article in a Foreign Language.** Rijkenberg AM, van Sprundel M, Stassijns G. [Collaboration between occupational physicians and other specialists including insurance physicians]. [Article in German] *Versicherungsmedizin* 2013;65:140-5.

**Chapter in Book.** Weinstein L, Swartz MN. Pathogenic properties of invading microorganisms. In: Sodeman WA Jr, Sodeman WA, editors. *Pathologic physiology: mechanisms of disease*. Philadelphia: WB Saunders; 1974:457-72.

**Corporate Author.** The Committee on Enzymes of the Scandinavian Society for Clinical Chemistry and Clinical Physiology. Recommended method for the determination of gamma-glutamyl-transferase in blood. *Scand J Clin Lab Invest* 1976;36:119-25.

**Corporate Book Author.** American Medical Association Department of Drugs. *AMA Drug Evaluations*. 3rd ed. Littleton: Publishing Sciences Group; 1977.

**Dissertation or Thesis.** Cairns RB. Infrared spectroscopic studies of solid oxygen [dissertation]. Berkeley: University of California; 1965, 156 p.

**E-publication.** Kojima M, Kojima T, Suzuki S, Takahashi N, Funahashi K, Asai S, et al. Patient-reported outcomes as assessment tools and predictors of long-term prognosis: a 7-year follow-up study of patients with rheumatoid arthritis. *Int J Rheum Dis* 2015 Nov 6 (E-pub ahead of print).

**Editorial.** Coffee drinking and cancer of the pancreas [editorial]. *BMJ* 1981;283:628.

**In Press (manuscripts accepted, but not yet published).** Deodhar A, Reveille JD, Harrison DD, Kim L, Lo KH, Leu JHm et al. Safety and efficacy of golimumab administered intravenously in adults with ankylosing spondylitis: results through week 28 of the GO-ALIVE study. *J Rheumatol* 2017 Dec 15 [in press].

**Letter to the Editor.** Gardner GC, Lawrence MK. Polyarteritis nodosa confined to calf muscles [letter]. Pedrol E, Garcia F, Casademont J [reply]. *J Rheumatol* 1993;20:908-9.

**Magazine Article.** Roueche B. Annals of medicine: the Santa Claus culture. *The New Yorker* 1971 Sep 4:66-81.

**Newspaper Article.** Shaffer RA. Advances in chemistry are starting to unlock mysteries of the brain: discoveries could help cure alcoholism and insomnia, explain mental illness. How the messengers work. *Wall Street Journal* 1977 Aug 13; sect. A: 1 (col.1), 10 (col.1).

**Personal Book Author(s).** Osler AG. *Complement: mechanisms and functions*. Englewood Cliffs: Prentice-Hall; 1976.

**Published Proceedings Paper.** DuPont B. Bone marrow transplantation in severe combined immunodeficiency with an unrelated MLC compatible donor. In: White HJ, Smith R, editors. *Proceedings of the Third Annual Meeting of the International Society for Experimental Hematology, 1973, Oct 29-31*; Houston: International Society for Experimental Hematology; 1974:44-6.

**Supplements in Other Journals.** Kimura A, Kitamura H, Date Y, Numano F. Comprehensive analysis of HLA genes in Takayasu arteritis in Japan. *Int J Cardiol Suppl* 1996;54 Suppl 1:61-9.

**Website.** Cancer-Pain. Quality of life issues. [Internet. Accessed September 23, 2014.] Available from: [www.cancer-pain.org/understanding/quality.html](http://www.cancer-pain.org/understanding/quality.html)

## **Figures and Tables**

### **Figures**

**General requirements.** Figures must be supplied in high resolution in order to maintain the quality in both print and online publications. They must be numbered in the sequence that they are mentioned in the text.

1. Figure labels should be
  - sized in proportion to the figure
  - in upper case
  - complete for all data presented in the figures
  
2. Figure legends should be in the manuscript only (after References). All figure legends must be consistent with the manuscript contents. Include all abbreviations of terms found in each figure, as well as their definitions.
  
3. Black and white versus color
  - Figures are printed in black in white unless color is necessary for proper interpretation (at the Editor's discretion)
  - Authors must bear the costs of color printing (\$750/page)
  - Black and white TIFF files must be saved as grayscale
  - Color figures must be saved as CMYK (not RGB)
  
4. Previously published figures must be referenced properly in the figure legend and include written copyright holder permission for reprint upon submission.

If you need further assistance, the publications office at your institution may be able to assist with preparation of artwork intended for publication.

**Line art (charts, diagrams, etc.).** Avoid the use of solid and shaded backgrounds, and fill effects. To aid in clear interpretation of figures, ensure that patterns are clearly distinguished from each other.

Our preferred file format for line art is TIFF at 1200 pixels/inch at 42 picas/7 in/17 cm.

If you are unable to supply a TIFF file, you may submit the original file (Word, Excel, or PowerPoint) or a PDF (if the figure was created using statistical software).

**Half-tone figures (photographs, micrographs, etc.).** Please supply the following:

1. For peer review only: Low resolution figures (minimum 72 pixels/inch). We accept low resolution figures in .jpg, .gif, .tif, and .eps formats.
2. For publication: High-resolution figures are required upon acceptance. Our preferred file format for half-tone figures is TIFF (minimum 300 pixels/inch at 42 picas/7 in/17 cm).

**References.** References that are cited only in figures and figure legends should follow the numbering of references based on the sequence that appears in the text.

**Uploading figures.** All figures should be uploaded as separate files to our online submission system on ScholarOne. In order to ensure that files will be uploaded, please flatten your TIFF files and compress them (save each file as LZW under Image Compression in Photoshop).

For files that are greater than 350 Mb, you may upload them to our FTP site (username and password will be given at time of submission).

## Tables

**General requirements.** Prepare each table in a separate Word file, double spaced, with a brief title. Number tables consecutively, according to the sequence they appear in the text, and supply a brief legend for each.

Previously published tables must be referenced properly in the table legend and include written copyright holder permission for reprint upon submission.

**Table data.** All table data should be cell based and fully editable. Avoid the use of special formatting within tables, such as tabs, returns (Enter key), and shading. Ensure that all data include units of measurement and a description of how the data is expressed [e.g., n (%), mean (SD)].

**Table legends.** Include explanations of any symbols in the table (\*, #, etc.), as well as definitions of all abbreviations found in the table.

**References.** References that are cited only in tables should follow the numbering of references based on the sequence that the table appears in the text.

**Uploading tables.** All tables should be uploaded as separate files to our online submission system on ScholarOne.

## Data Supplements

Original and substantial research material exceeding one printed page that would otherwise be presented in an appendix may be included in the submission as a data supplement. Intended for online-only publication, data supplements contain supplementary information not essential to the understanding of the conclusions of the paper, such as more detailed methods, extended datasets/analysis, or additional figures. Supplementary tables and figures should be noted in the manuscript in numerical order. A flat fee of \$150 to process online-only data supplements will apply.

## POST-ACCEPTANCE

### Assignment of Copyright

The contact author of each manuscript will receive an Assignment of Copyright form at time of acceptance. The form must be signed by each author of the manuscript and returned to The Journal as soon as possible. Please be advised that failure to return the form in a timely manner will cause delay in publication.

### Copyediting

*All submitted material is subject to editing, in accordance with Journal style and editorial judgment. The Journal strives to maintain consistency in style among articles and among issues. Some sources for style decisions are Scientific Style and Format: The Council of Science Editors Manual for Authors, Editors, and Publishers; the Merriam-Webster Dictionary; and The Journal's own style guides, compiled and updated during 45 years of scientific publishing.*

### Proofreading

The contact authors are provided with page proofs and are asked to proofread them for typesetting errors and to answer editorial queries. This is the authors' only opportunity to review the proof. Proofs must be returned within 48 hours. *The Journal* makes every effort to ensure accuracy in the final proof corrections.

Changes for the following are accepted:

- Names, professional degrees, and institutions
- Changes necessary for scientific accuracy

Additional charges will apply for excessive discretionary changes in the proof stage.

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### Self-Archiving Policy

Authors of original research articles may deposit the peer-reviewed accepted version of the manuscript to a non-profit institutional and/or nonprofit centrally organized repository (including PubMed Central), but must stipulate that public access to the manuscript be delayed until 12 months after first online publication in *The Journal of Rheumatology*. For publicly funded research where the funder mandates earlier public access, the manuscript may be made available 6 months after first publication.

*The Journal* authorizes deposit, in institutional and/or centrally organized repositories, of the accepted manuscript as prepared by the authors *before* publisher copyediting and proof correction. The final published version of the article as it appears in *The Journal of Rheumatology* after copyediting and proof correction may not be deposited.

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This helps to ensure the article is correctly cited and will guarantee that the fully published and definitive version is readily available to those accessing the article from public repositories.

### **Public Access Mandate**

*The Journal* submits the accepted version of National Institutes of Health (NIH)-funded articles (before publisher copyediting and proof correction) to PubMed Central upon final acceptance. Authors will receive a notification following submission of the files to the NIH Manuscript Submission system to approve the upload.

We also submit European-funded research mandated to Europe PubMed Central.

For Canadian-funded research (Canadian Institutes of Health Research), please submit directly to PubMed Canada.

See our [Self-Archiving Policy](#) for The Journal’s terms of submission.

### **First Release**

Papers are published online ahead of print 2–4 weeks after final proof correction. First Release articles appear online on the 1st and the 15th of every month, except on the first of January.

### **Print Publication**

The typical time from acceptance to print publication is approximately 3–6 months.

## PRODUCTION CHARGES

### Full Release Publication Option

For those authors of original research articles who require immediate public access, *The Journal of Rheumatology* offers the option of Full Release publication. With this option, the article is available to non-subscribers from the time of first publication on *The Journal's* website. Full Release articles will be identified on our table of contents.

An article published under the Full Release option is subject to a publication charge of \$4000. Regarding deposit requirement, authors may also deposit the peer-reviewed accepted version of the manuscript to a non-profit institutional and/or non-profit centrally organized repository (including PubMed Central). See [Self-Archiving Policy](#) above.

### Page Charges\*

Authors will be charged \$75 per publication page in *The Journal of Rheumatology*. Instructions for payment will be sent to authors along with the page proofs. The cover letter accompanying submission should indicate the authors agree to bear the cost of applicable publication charges if the manuscript is accepted.

There is no charge for solicited articles or for correspondence commenting on published articles. The Journal offers waivers and discounts to authors based in developing countries. Requests must be sent to the [Managing Editor](#) at the time of submission.

### Color Charges\*

Where color printing is necessary for proper interpretation of figures, there will be a charge of \$750 per published page with color figures.

### Online-only Data Supplement Charges\*

A flat fee of \$150 to process online-only data supplements will apply. Detailed instructions are available under [Data Supplements](#).

**\*Please note that charges differ for [Supplements](#) (proceedings of significant symposia). Please contact the [Managing Editor](#) for more information.**

## MEETING ANNOUNCEMENTS

Notices of conferences, seminars, and other events in rheumatology, autoimmunology, and related fields should be sent to *The Journal* for approval 3 months before publication.

## CONTACT INFORMATION

The Journal of Rheumatology, 365 Bloor Street East, Suite 901, Toronto, ON M4W 3L4, Canada. Tel.: 416-967-5155. Fax: 416-967-7556. E-mail: [jrheum@jrheum.com](mailto:jrheum@jrheum.com). Website: [www.jrheum.org](http://www.jrheum.org)