

## Instructions for Authors Submitting Papers to *Therapeutic Apheresis and Dialysis*

**Aims and Scope:** *Therapeutic Apheresis and Dialysis* is the official peer reviewed English-language journal of the International Society for Apheresis, the Japanese Society for Apheresis, and the Japanese Society for Dialysis Therapy. *Therapeutic Apheresis and Dialysis* publishes original research articles dealing with developments in therapeutic apheresis and dialysis applications and treatment modalities and their clinical applications worldwide for the purpose of highlighting emerging trends and reporting the efficacy and clinical outcomes of these therapies. Membership in the Societies listed above is not a prerequisite for publication. Articles are published without charge to the author except in certain circumstances such as color figures.

**Submission of Manuscripts:** All articles submitted to the journal must comply with these instructions. Failure to do so will result in return of the manuscript and possible delay in publication. The original manuscript and two copies (including tables and figures; photocopies of the original figures are acceptable for the copies) should be submitted to:

Executive Editor  
*Therapeutic Apheresis and Dialysis*  
The Midland Building  
10 W. Erie Street, Suite 200  
Painesville, OH 44077, USA  
Tel: +1 440 358 1102; Fax: +1 440 358 1104  
E-mail: [TherApherDial@aol.com](mailto:TherApherDial@aol.com)

Authors will receive an immediate acknowledgment of receipt and should let the Executive Editor know if receipt is not acknowledged within two weeks. Notices of acceptance or rejection may take eight to 10 weeks because reviewers are very often international.

**Acceptance:** The acceptance criteria for all papers are the quality and originality of the research and its significance to our readership. Except where otherwise stated, manuscripts are peer reviewed by at least two anonymous reviewers and the Editor. The Editorial Board reserves the right to refuse any material for publication and advises that authors should retain copies of submitted manuscripts and correspondence, as material cannot be returned. Final acceptance or rejection rests with the Editorial Board.

**Cover Letter:** Papers are accepted for publication in the journal on the understanding that the content has not been published or submitted for publication elsewhere. This must be stated in the cover letter. The cover letter must also contain an acknowledgement that all authors have contributed significantly, and that all authors are in agreement with the content of the manuscript. Authors must declare any financial support or relationships that may pose conflict of interest.

Authors must state that the protocol for the research project has been approved by a suitably constituted Ethics Committee of the institution within which the work was undertaken and that it conforms to the provisions of the Declaration of Helsinki in 1995 (as revised in Edinburgh 2000). Do not use patients' names, initials, or hospital numbers, especially in illustrative material. Indicate whether the institutions or a national research council's

guide for, or any national law on, the care and use of laboratory animals was followed when reporting experiments on animals.

**Copyright:** Papers accepted for publication become copyright of the International Society for Apheresis and authors will be asked to sign a Copyright Assignment Form. In signing the form, the authors guarantee that they have obtained permission to use any copyrighted or previously published material including tables and figures. A letter from the copyright holder (usually the publisher), stating authorization to reproduce the material, must be attached to the cover letter. All authors must sign and agree to the conditions outlined in the Copyright Assignment Form, or agree that the corresponding author can sign on their behalf. Articles cannot be published until a signed Copyright Assignment Form has been received. This form does not preclude the use of the material for other purposes by the author(s), except that courtesy permission must be asked of the Society, which will immediately grant it without charge.

**Submission Guidelines for Authors (Online):** Please visit the Blackwell Publishing Website at: <http://www.blackwell-science.com/elecmed/authors.htm> for detailed information on the preparation and submission manuscripts.

**Preparation of the Manuscript:** Manuscripts should be written so that they are intelligible to the professional reader who is not a specialist in the particular field. The Editor or the Publisher reserves the right to modify typescripts to eliminate ambiguity and repetition and improve communication between author and reader. *Therapeutic Apheresis and Dialysis* uses US spelling and authors should follow the latest edition of the *Merriam-Webster's Collegiate Dictionary*. Please write in a clear, concise, direct style. Authors whose native language is not English are urged to have an English-speaking colleague review the paper.

**Style:** Manuscripts should follow 'Uniform Requirements for Manuscripts Submitted to Biomedical Journals', as presented in *Ann Intern Med* 1997;126:36-47, available at: <http://www.acponline.org/journals/annals/01jan97/unifreqr.htm>. Type or print out the manuscript on white bond paper, 216 × 279 mm (8.5 × 11 in.), or ISO A4 (212 × 297 mm), with margins of at least 25 mm. Type or print on one side of the paper only. Use double spacing throughout, including the title page, abstract, text, acknowledgments, references, individual tables, and legends. Number pages consecutively, beginning with the title page. Put the page number in the upper or lower right-hand corner of each page.

All measurements must be given in SI units. Abbreviations should be used sparingly – only where they ease the reader's task by reducing repetition of long, technical terms. Initially use the word in full, followed by the abbreviation in parentheses. Thereafter, use the abbreviation only.

Within the manuscript, specify the manufacturer and manufacturer's address (city, state, country) for all vital or unusual products used in experiments. Chemical substances should be referred to by the generic name only. Trade names should not be used. Drugs should be referred to by their generic names. If proprietary drugs have been used in the study, refer to these by their generic name, mentioning the proprietary name, and the

## Instructions for Authors Submitting Papers to *Therapeutic Apheresis and Dialysis*

name and location of the manufacturer, in parentheses.

**Equations:** Equations should be numbered sequentially with Arabic numerals; these should be ranged right in parentheses. All variables should appear in italics. Use the simplest possible form for all mathematical symbols. Manuscripts should be presented in the following order: (i) title page, (ii) abstract and keywords, (iii) text, (iv) acknowledgments, (v) references, (vi) appendices, (vii) figure legends, (viii) tables (including title and footnotes) and (ix) figures.

**Title page:** Do not use abbreviations, commercial names or trademarks in article titles. The title page should contain: (i) the title of the article, which should be concise but informative, (ii) the full names of each author, (iii) the institutional affiliation or name of the department(s), (iv) the full postal and E-mail address, and facsimile and telephone numbers of the corresponding author, and (v) a short running title (less than 40 characters, including spaces).

**Abstract and Key Words:** The abstract (150 words for unstructured abstracts, 250 words for structured abstracts) should state the purposes of the study or investigation, basic procedures (selection of study subjects; observational and analytical methods), main findings (specific data and their statistical significance), and principal conclusions emphasizing the new and important aspects of the study. The abstract should not contain abbreviations or references. For the purposes of indexing, five key words should be supplied in alphabetical order. The key words should be taken from those recommended by the *Index Medicus* Medical Subject Headings (MeSH) browser list which is available at: <http://www.nlm.nih.gov/mesh/meshhome.html>.

**Text:** Authors may use these suggested subheadings to divide the sections of their manuscript: (i) Introduction, (ii) Materials and Methods (or Patients), (iii) Results, (iv) Discussion, (v) Conclusions, (vi) Acknowledgments, and (vii) References.

**Acknowledgments:** Acknowledgement statements should specify: (i) contributions that require acknowledgement but do not justify authorship, such as general support by a departmental chair, (ii) acknowledgments of technical help, and (iii) acknowledgments of financial and material support, which should specify the nature of the support.

**References:** References should be numbered consecutively in the order in which they are first mentioned in the text. Identify references in text, tables, and legends by Arabic numerals in parentheses (i.e. Vancouver system of referencing). References cited only in tables or figure legends should be numbered in accordance with the sequence established by the first identification in the text of the particular table or figure. References should be kept to a reasonable limit – not to exceed 25. Cite the names of all authors in references. Do not use *et al.*, *ibid.* or *op cit.* Reference to unpublished data and personal communications should be cited in the text only. Use the style of the examples below, which are based on the formats used by the NLM in *Index Medicus* available at: <http://www.nlm.nih.gov>.

### Journal Articles

1. Malchesky PS, Koo AP, Rybicki LA. Apheresis technologies and clinical applications: the 2000 International Apheresis Registry. *Ther Apher* 2001;5:193-206.

### World Wide Web

2. Centers for Medicare & Medicaid Services. Preparing for Emergencies: A Guide for People on Dialysis. Available at: <http://www.medicare.gov/Publications/Pubs/pdf/10150.pdf>. Accessed January 13, 2003.

### Book

3. Ringsven MK, Bond D. *Gerontology and Leadership Skills for Nurses*, 2nd Edition. Albany, NY: Delmar Publishers, 1996.

### Chapter in a Book

4. Phillips SJ, Whisnant JP. Hypertension and stroke. In: Laragh JH, Brenner BM, eds. *Hypertension: Pathophysiology, Diagnosis, and Management*, 2nd Edition. New York: Raven Press, 1995; 465–78.

**Appendices:** These should be placed at the end of the paper, numbered in Roman numerals and referred to in the text. If written by a person other than the author of the main text, the writer's name should be included below the title.

**Tables:** Tables should be self-contained and complement, but not duplicate, information contained in the text. Number tables consecutively in the text in Arabic numerals. Type tables on a separate sheet with a concise legend above. Column headings should be brief, with units of measurement in parentheses; all abbreviations must be defined in footnotes. Footnote symbols: †, ‡, §, ¶, should be used (in that order) and \*, \*\*, \*\*\* should be reserved for *P*-values.

**Figures:** All illustrations (line drawings and photographs) are classified as figures. Figures should be cited in consecutive order in the text. All figures must be supplied in camera-ready format. Each figure should be labelled on the back indicating name of author(s), figure number and orientation. Figures should be no larger than 203 × 254 mm. Line figures should be supplied as sharp, black and white graphs or diagrams; lettering must be included and should be sized to be no larger than the journal text. Photographs should be supplied as unmounted sharp, glossy, photographic prints. Photographs must prevent human subjects being recognized. If supplied electronically, graphics must be supplied as high resolution files (at least 300 d.p.i.), saved as .EPS or .TIFF. A high-resolution print-out must also be provided. Digital images supplied as low-resolution print-outs and/or files cannot be used. For instructions on submitting electronic artwork, please visit the online graphics resource for authors: <http://www.blackwell-science.com/elecmed/digilla.htm>. Figure legends should be typed (double-spaced) on a separate sheet.

**Color Figures:** Color photographs should be submitted as good quality, glossy color prints. A charge of US\$530/¥64,000 for the first three color figures with US\$265/¥32,000 for each extra color figure thereafter will be charged to the author.

**Manuscripts on Disk:** Authors are required to provide their manuscripts on disk; however, disks should *not* be sent until the manuscript has been accepted. The disk (3½? or CD) must contain the final, revised version of the accepted manuscript only. Specify the hardware and the word processing package (e.g. IBM, Word 2000 or MAC, Word 5.1), as well as the first author's surname, the journal title and the manuscript number on the disk. The entire article (including tables) should be supplied as a *single* file;

## Instructions for Authors Submitting Papers to *Therapeutic Apheresis and Dialysis*

only electronic figures should be supplied as separate files.

**Proofs:** It is essential that authors supply an email address to which proofs can be sent. Full instructions on how to correct and return the proof will be sent with the proof. Alterations (other than the *essential* correction of errors) are unacceptable at PDF stage. Acrobat Reader is required to read the PDF. This software can be downloaded (free of charge) from the following Adobe Acrobat Reader Website:

<http://www.adobe.com/products/acrobat/readstep.html>

**Offprints:** A minimum of 50 offprints will be provided upon request, at the author's expense. An Offprint Order Form will be sent to the corresponding author with the PDF proofs. Offprints will be provided *only* if a completed Offprint Order Form is returned to the publisher by the specified date.

**Blackwell Journals Online:** *Therapeutic Apheresis and Dialysis* is also available online via Blackwell Synergy. Full-text online articles include reference links to cited articles and external databases, and full a search facility, so that you can find the information you are looking for. The Table of Contents may be emailed directly to your desktop by registering for free at: <http://www.blackwell-synergy.com>.