

## Guidance for authors

### MISSION AND SCOPE

#### Mission

Our mission is to provide a strong platform that concentrates the scientific output of the hospital pharmacy profession and related disciplines. This will make pharmaceutical innovation and developments in pharmaceutical and biomedical sciences accessible for hospital pharmacists to use in all aspects of their clinical, scientific and professional work.

#### Scope

The scope of the European Journal of Hospital Pharmacy Science is broad and of interest and relevance to pharmacists working in all areas of hospital pharmacy.

Material published in the Journal includes high-quality research articles, literature reviews and case studies, although high-quality work submitted in other formats (scientific and evidence-based commentary articles, for example) may also be considered. Manuscripts on all hospital pharmacy and related disciplines are welcome, including clinical, scientific, technical, economic and social aspects of pharmacy and therapeutics. In all cases the emphasis will be on quality, originality and the contribution of articles to the knowledge and practice of hospital pharmacists and their colleagues.

All manuscripts submitted to the Journal will be subjected to a rigorous peer-review process. The circulation exceeds 17,000 copies to hospital pharmacists in Europe. However, readership and authorship from other, non-European countries is encouraged.

### SUBMISSION OF MANUSCRIPTS

Manuscripts should be submitted, in English and preferably by email to [science@ejhp.org](mailto:science@ejhp.org). In exceptional cases, manuscripts can be submitted on CD-ROM, to the following address: Science Editor, EJHP Science, Postbus 10001, B-2400 Mol, Belgium. When a CD-ROM submission is made, please inform the Science Editor by email. All submissions will be acknowledged.

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### PREPARATION OF MANUSCRIPTS

Manuscripts must be typewritten with 1.5 line spacing. The text should not cover more than 30,000 characters with spaces unless otherwise agreed. Number pages consecutively beginning with the title page.

Requirements for manuscripts are in accordance with the Uniform Requirements for Manuscripts submitted to Biomedical Journals [1]. Please do not use footnote or endnote features.

Manuscripts should be arranged in the following order:

#### Title page

Title: the title should be short, precise and informative and may be expanded by means of subtitle.

Author(s): author's names, highest academic degree

Address for correspondence: Professional title, name of the author, name of department, name of university/institution, full postal address in the format of street number, street name, zip code, city, country (with no punctuation), telephone and fax numbers, email, where the contact for correspondence can be reached during office hours.

Introductory sentence: for the contents page, containing maximum 30 words.

Running title: short running title of maximum 12 words for use in subsequent pages, if the original title is longer than the maximum.

#### Paper

The manuscript should be straight text only (except Latin words) in MS Word format, and normally contain the following, as appropriate:

Abstract (Summary): to attract the reader's attention, a summary of maximum 250 words that adequately describes the work and highlights its significance. The abstract should include only text. Avoid the use of abbreviations and citations. This should be provided in the format: Study objectives, Methods, Results, Conclusion.

Key words: three to five key words should be provided. Please do not use footnote or endnote features.

Text: the most used division of sections is: Introduction, Methods, Results, Discussion, Conclusion. Acknowledgement(s): only necessary when personal communications have been cited in the text.

#### References

Number references consecutively in the order in which they are first mentioned in the text. Identify references in text, tables and legends by Arabic numerals in square brackets. Only papers closely related to the authors' work should be cited. Exhaustive lists should be avoided. Please follow the style given in the Uniform Requirements for Manuscripts Submitted to Biomedical Journals [1], except: if the number of authors is six or fewer, list all names or if the number of authors is seven or more, list only the first six followed by et al.

Authors' names (initials preceded by surname, no periods after initials), complete title of the article, name of journal (Index Medicus abbreviation), year/month, volume, issue, page numbers. Include the city and publisher's name for books.

### Example of reference style

1. Cadrobbi J, et al. Long-term stability of voriconazole 4 mg/mL in dextrose 5% polyvinyl chloride bags at 4°C. *Eur J Hosp Pharm Sci.* 2006;12(3): 57-9.

Abstracts and letters must be identified as such. Papers in press and papers already submitted for publication may be included in the list of references. No citation is required for work that is not yet submitted for publication.

### Pictures, graphics, figures and tables

Figures should be submitted in high resolution pdf, tif or jpeg (maximum quality) format (minimum 300 dpi) in black and white. Number figures consecutively in the order of their first citation in the text. Titles and detailed explanations belong in the legends for illustrations, not on the illustrations themselves. If a figure or data has been published before, permission from the copyright holder to reproduce the material must be obtained and the original source acknowledged. Tables should each be submitted likewise in a separate file. Number tables consecutively in the order of their first citation in the text and supply a brief title for each. All non-standard abbreviations should be explained.

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[1] Uniform requirements for manuscripts submitted to Biomedical Journals. International Committee of Medical Journal Editors. *JAMA.* 1993 May 5;269:2282-6.