

REVISTA MEDICA DE LOJA



College of Physicians of Loja

Guidelines for Authors

1. Presentation

Revista Médica de Loja, scientific publication of the College of Physicians of Loja, receives original manuscripts in the field of health sciences. These guidelines establish the minimum structure, ethical requirements, and presentation format for three types of contributions: original articles, review articles, and case reports.

2. General submission conditions

- The manuscript must be original, must not have been previously published, and must not be under simultaneous consideration by another journal.
- All authors must approve the final version and assume public responsibility for the content of the work.
- Authorship must be defined in accordance with ICMJE criteria; those who do not meet authorship criteria must be listed in the acknowledgments.
- Authors must declare funding, conflicts of interest, ethical approval or informed consent, and, when applicable, clinical trial registration.
- If generative artificial intelligence tools were used, their use must be transparently declared in the manuscript. AI cannot be listed as an author.
- Authors must submit the manuscript together with the Cover Letter addressed to the medical journal.

3. Types of accepted manuscripts

Manuscript type	Main text	Abstract	References	Suggested guideline
Original article	Up to 3,500 words	Structured, up to 250 words	Up to 40	EQUATOR according to study design (e.g., STROBE / CONSORT)
Review article	Up to 4,000 words	Structured, up to 300 words	Up to 60	PRISMA 2020
Case report	Up to 2,000 words	Unstructured or brief, up to 200 words	Up to 20	CARE

4. General manuscript format

- File in Word format (.docx).
- A4 paper, margins of approximately 2.5 cm, Times New Roman 12-point font, line spacing of 1.5 or 1.15, justified text.
- Continuous page numbering.
- Use clearly hierarchical headings and subheadings; avoid unnecessary all caps.
- Do not insert author names within the body of the manuscript if double-blind peer review will be used; in that case, identification should appear only on the title page.

5. Title page

- Full title in Spanish and English.
- Short title.
- First and last name of each author, institutional affiliation, and ORCID.
- Corresponding author: email address, institutional address, city, and country.
- Funding sources and preliminary declaration of conflicts of interest.

6. Abstract and keywords

- Every manuscript must include both a Spanish abstract (resumen) and an English abstract, as well as palabras clave and keywords.
- Keywords should preferably be selected from DeCS or MeSH.
- In original articles and systematic reviews, the abstract must be structured.
- In a case report, the abstract must present the clinical problem, the main intervention, and the central lesson of the case.

7. Structure by article type

7.1 Original article

- Introduction.
- Methods: design, population, variables, procedures, statistical analysis, and ethical considerations.
- Results.
- Discussion.
- Conclusions.

- Acknowledgments, author contributions, funding, conflicts of interest, ethical approval, data availability, AI use, and references.

7.2 Review article

- Introduction with an explicit research question.
- Methods: protocol and registration, eligibility criteria, information sources, search strategy, study selection, data extraction, risk of bias assessment, and synthesis methods.
- Results with flow diagram, study characteristics, and synthesis of results.
- Discussion and conclusions.
- Attach the PRISMA 2020 checklist and the corresponding flow diagram.

7.3 Case report

- Introduction.
- Relevant clinical history.
- Clinical findings.
- Timeline.
- Diagnostic assessment.
- Therapeutic intervention.
- Follow-up and outcomes.
- Discussion and conclusions.
- Including the patient's perspective is recommended when pertinent and authorized.

8. Ethical aspects

- Studies in human beings must declare compliance with the Declaration of Helsinki and approval by an ethics committee when applicable.
- Clinical trials must report prospective registration in a recognized public registry.
- In case reports, authors must confirm informed consent for publication and protect patient anonymity.
- All clinical images must be adequately anonymized before submission.

9. Authorship, contributions, and conflicts of interest

- The journal adopts the ICMJE authorship criteria.
- Declaring author contributions using the CRediT taxonomy is recommended.
- Each author must declare financial and non-financial relationships relevant to the manuscript content.
- The journal may request the ICMJE disclosure form.

10. Use of artificial intelligence

- The use of generative AI for writing, translation, language editing, synthesis, programming, or the preparation of graphic materials must be declared in the manuscript; only up to 15% AI-generated content will be permitted.
- Authors retain full responsibility for accuracy, originality, handling of sources, data protection, and absence of plagiarism.
- AI does not meet authorship criteria and must not be listed as an author or co-author.

11. Tables, figures, and supplementary material

- Tables must be editable, consecutively numbered, and provided with a brief title.
- Figures must be submitted in good resolution and with an explanatory legend.
- Do not duplicate in the text information already contained in tables or figures.
- Supplementary material must be clearly identified and cited in the body of the manuscript.

12. Bibliographic references: Vancouver style

The journal will use the Vancouver style, following the recommendations of the ICMJE and the *Citing Medicine* manual of the National Library of Medicine.

- References are numbered according to the order in which they appear in the text.
- Citation numbers must be placed in superscript or in parentheses, uniformly throughout the manuscript.
- Official abbreviations of biomedical journals according to Index Medicus/NLM Catalog should be used when available.
- Avoid citing conference abstracts, personal communications, and predatory journals unless fully justified.
- Include DOI when available.

12.1 Common Vancouver examples

Journal article: Surname AA, Surname BB, Surname CC, et al. Title of the article. Abbrev J. 2026;15(2):100-8. doi:10.xxxx/xxxxxx.

Article with more than six authors: Surname AA, Surname BB, Surname CC, Surname DD, Surname EE, Surname FF, et al. Title. Abbrev J. Year;vol(issue):pages.

Book: Surname AA. Title of the book. 2nd ed. City: Publisher; 2024.

Book chapter: Surname AA. Title of the chapter. In: Surname BB, editor. Title of the book. City: Publisher; 2024. p. 20-35.

Web page: Institution. Title of the resource [Internet]. Place: Institution; 2026 [cited 2026 Apr 6]. Available from: URL.

Ahead-of-print article: Surname AA, Surname BB. Title. Abbrev J. 2026 Mar 1. doi:10.xxxx/xxxxxx. Epub ahead of print.

13. Checklist prior to submission

Verification	Item
[]	The manuscript corresponds to one of the three article types accepted by the journal.
[]	A complete title page is included.
[]	Abstract/resumen and keywords are included.
[]	The structure of the text matches the manuscript type.
[]	References are numbered in order of appearance and reviewed in Vancouver format.
[]	Funding, conflicts of interest, author contributions, and AI use have been declared.
[]	Ethical approval or informed consent has been attached, when applicable.
[]	The relevant reporting guideline (PRISMA, CARE, or another applicable one) has been attached.

14. Normative and reference sources

- 1 International Committee of Medical Journal Editors. Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals [Internet]. Updated Jan 2026 [cited 2026 Apr 6]. Available from: <https://www.icmje.org/recommendations/>
- 2 Page MJ, McKenzie JE, Bossuyt PM, Boutron I, Hoffmann TC, Mulrow CD, et al. The PRISMA 2020 statement: an updated guideline for reporting systematic reviews. *BMJ*. 2021;372:n71. doi:10.1136/bmj.n71.
- 3 Page MJ, Moher D, Bossuyt PM, Boutron I, Hoffmann TC, Mulrow CD, et al. PRISMA 2020 explanation and elaboration: updated guidance and exemplars for reporting systematic reviews. *BMJ*. 2021;372:n160. doi:10.1136/bmj.n160.
- 4 Gagnier JJ, Kienle G, Altman DG, Moher D, Sox H, Riley D, et al. The CARE guidelines: consensus-based clinical case reporting guideline development. *J Clin Epidemiol*. 2014;67(1):46-51. doi:10.1016/j.jclinepi.2013.08.003.
- 5 Riley DS, Barber MS, Kienle GS, Aronson JK, von Schoen-Angerer T, Tugwell P, et al. CARE guidelines for case reports: explanation and elaboration document. *J Clin Epidemiol*. 2017;89:218-35. doi:10.1016/j.jclinepi.2017.04.026.
- 6 Patrias K, Wendling D. Citing Medicine: The NLM Style Guide for Authors, Editors, and Publishers [Internet]. 2nd ed. Bethesda (MD): National Library of Medicine (US); 2007- [cited 2026 Apr 6]. Available from: <https://www.ncbi.nlm.nih.gov/books/NBK7256/>.

Submission of manuscripts may be made directly through the OJS system or to the following email addresses:

- Revista Médica de Loja: colegio_ml@revmedloja.com
- Editor-in-Chief: mdalvarez@revmedloja.com