

# Journal of Geriatric Pharmacy

## Submission Guidelines

Enforced from April 1, 2017

### 1. Eligibility for Submission

The authors of submitted manuscripts can be members or non-members of the Japanese Society of Geriatric Pharmacy.

### 2. Types of Submissions

Submitted manuscripts must include significant new findings related to geriatric pharmacy. The specific scope includes the following areas: Measures against polypharmacy; Medication support and guidance; Drug information; Adverse drug events; Pharmacokinetics; Basic research; Case reports; Palliative and end-of-life care; Pharmacotherapy in specific areas; Nutrition management; Pharmacoepidemiology and health economics; Self-medication; Collaboration in the community; Home healthcare, care and welfare; Team healthcare and interprofessional collaboration; Community health activities and awareness campaigns; Psychology of older people; Education; Communication

#### 1) Original Articles

This category of manuscripts should include significant new findings related to geriatric pharmacy obtained from original research.

#### 2) Case Reports

This category of manuscripts should include the clinical course of an individual or a small number of patients, including new findings or significant issues related to geriatric pharmacy.

#### 3) Short Communications (Notes)

This category of manuscripts should include new findings or valuable data related to geriatric pharmacy, even if the research is preliminary.

#### 4) Reviews and Other Contributions Related to Geriatric Pharmacy

These categories of manuscripts should include topics directly related to geriatric pharmacy. In principle, these are planned by the journal's editorial committee, but submissions are also accepted.

### **3. Copyright**

The copyright of all papers published in this journal and on the website adopted by this society belongs to the society.

### **4. Conflict of Interest**

If the research or manuscript preparation has received direct or indirect financial support from companies or other entities, the authors (including all co-authors) must disclose any conflict of interest related to the submitted content. This disclosure must be made by filling out and submitting the ICMJE disclosure form (available at <https://www.icmje.org/disclosure-of-interest/>) at the time of manuscript submission.

### **5. Submission Procedures**

#### **1) Submission Method**

The submission of papers should be done electronically via e-mail.

#### **2) Submission of Ethics Committee Approval Certificate**

When submitting a manuscript involving human subjects that was conducted under the approval of an ethics committee, attach the ethics committee's approval certificate (including 1. Research title, 2. Approval number (or other number), 3. Approval date).

#### **3) Submission of English Proofreading Certificate**

If the authors are non-native English speakers, the manuscript must be proofread by a native English speaker prior to submission, and a certificate proving that the English has been checked must be attached. However, depending on the review results, the society may conduct an additional English check, and the costs incurred will be charged to the author.

#### **4) Submission Documents**

In the subject line of the e-mail, clearly state "Journal of Geriatric Pharmacy Submission (First Author's Name)". Convert the following documents into PDF files and attach them to the e-mail: ① Cover letter, ② ICMJE disclosure form, ③ Self-Check Sheet, ④ Manuscript (including title page, main text, photos, figures, and tables), ⑤ Ethics Committee Approval Certificate, ⑥ English Proofreading Certificate (if necessary). Send the e-mail with these documents to the editorial office of the Journal of Geriatric Pharmacy at [toukou@jsgp.or.jp](mailto:toukou@jsgp.or.jp).

#### **5) Download Forms**

The Self-Check Sheet can be downloaded from the Japanese Society of Geriatric Pharmacy website (<https://www.isgp.or.jp/en/publications/>).

## **6. Acceptance or Rejection of Manuscripts**

- 1) The editor will make a decision based on the review results of at least two peer-reviewers appointed by the editors. The final decision will be made by the Editor-in-Chief.
- 2) Authors can nominate up to three preferred reviewers. If nominating reviewers, fill in the necessary information on the reviewer candidate in the cover letter.
- 3) If revisions are requested, the revised manuscript must be submitted within two months from the date of the revision request. If more than two months pass, the review process may be terminated.
- 4) If fabrication, plagiarism, duplicate submission, or any actions compromising the fairness as the academic paper are found, the paper will be rejected if under review and will be retracted even if accepted. Duplicate submission considers the similarity of content and the type of publication, but translations are prohibited.

## **7. Revision History (Japanese version)**

Partial revision on June 18, 2020