

Author Guidelines and Submissions for the Journal of OB/GYN Hospital Medicine

All manuscript submissions should be submitted by May 20, 2021 for the inaugural issue. Please carefully review guidelines for submission below. We welcome any questions, which can be sent to soghadmin@societyofobgynhospitalists.org.

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About the Journal of OB/GYN Hospital Medicine

Mission

The Journal of OB/GYN Hospital Medicine will educate and elevate the OB/GYN hospitalist as an integral part of the healthcare team promoting excellence in women's healthcare. The journal will serve as a resource for OB/GYN hospitalists, as well as other clinicians and administrators who help provide obstetrical or gynecological care in the inpatient or acute care settings.

Readership and Authorship

Readers of the journal will include OB/GYN hospitalists in academic and non-academic settings, nurses, nurse practitioners, midwives, and physicians who are involved in OBGYN care. This can include specialties outside of general OB/GYN, including maternal fetal medicine, emergency medicine, critical care medicine, anesthesia, and internal medicine. It also includes hospital administrators and leadership. Manuscripts can be submitted from any clinician or administrator who has a role in OB/GYN care in the inpatient or acute care setting.

Open Access for the Journal of OB/GYN Hospital Medicine

All submissions accepted for publication in the Journal of OB/GYN Hospital Medicine are immediately and permanently available online on websites affiliated with the Society of OB/GYN Hospitalists and the journal itself. This content is available for immediate and free use and can be linked, read, quoted, or cited by users worldwide. Credit must be given to the original authors and the journal. The original authors will retain the copyright.

Manuscript Types & Requirements for the Journal of OB/GYN Hospital Medicine

Original Research

Original research submission can include randomized controlled clinical trials, prospective studies, surveys, evaluation of diagnostic tests, observational studies, or qualitative comparisons. Please note that guidelines for review manuscripts are listed in a separate section.

Abstract: 300 words maximum

Word Count: 5,000 word maximum not including the abstract and references

Figures and Tables: 5 total figures or tables maximum

References: 50 maximum. References must be cited in the article.

Case Reports

Case reports should include a description of a single case or a small number of related cases, followed by a discussion including clinical pearls and applications for clinicians working in the inpatient or acute care obstetrics and / or gynecology.

Abstract: 200 words maximum

Word Count: 1,500 words maximum, not including abstract or references

Tables and Figures: No more than 3 total tables and figures

References: No more than 15 references. All references should be cited in the article.

Articles Providing Guidance in OB/GYN Hospital Medicine

These articles can be on a wide variety of topics that affect women's health in the inpatient and acute care setting, as well as the clinicians that care for them. They should be organized with an abstract, body, and references. Possible topics are included below but are not limited to this list. These may have a more narrative style than a traditional research article and are meant to provide guidance to clinicians in OB/GYN acute care. Although not required, feel free to contact us if you would like to review a possible idea with us.

- Quality improvement initiatives including how-to articles and outcome articles
- Leadership development
- Teamwork development in the healthcare setting
- Medical malpractice tips and risk reduction
- Financial considerations affecting inpatient and acute care in OB/GYN
- Healthcare law and policy
- Public health initiatives
- Technology
- Communication
- Career development

Abstract: Include a short summary paragraph of 300 words or less.

Word Count: 2,000 words maximum, excluding abstract and references.

References: 5 maximum

Tables and Figures: 4 total tables or figures maximum

Authors: No more than 4 authors.

Reviews

Reviews include meta-analyses, broad systemic reviews, and best-practice reviews on clinical topics in OBGYN inpatient and acute care medicine.

Abstract: 300 words maximum

Word Count: 5,000 words maximum

References: 50 references maximum and each reference should be cited in the article

Tables and Figures: 5 total figures or tables maximum

Letters to the Editor

Abstract: None

Word Count: 200 words maximum

References: 3 maximum

Tables and Figures: None

Submission Details Applicable to all Manuscripts

All manuscripts that are submitted for consideration of publication in the Journal of OB/GYN Hospital Medicine should not be previously published anywhere or under the consideration for publication anywhere else. The manuscript must be approved by all individuals listed as an author and by any institution that the study was conducted at. All manuscripts will be reviewed by the editorial board of the journal. If the editorial board recommends possible inclusion in the journal, the manuscript will undergo peer review. Peer reviewers shall remain confidential. Revisions may be requested. Final decisions on publication and inclusion in the journal will then be made by the editorial board.

- Submit all manuscripts as a Word document.
- Title page should include the manuscript title, full names of authors including academic degrees and affiliated institutions, corresponding author email and phone contact information, and manuscript word count. The title page must include any commercial support received, including any payments or grants for the study itself or manuscript preparation.
- The body of the manuscript should be double-spaced. All original research submissions should include the Abstract, Introduction, Methods, Results, and Discussion, followed by the Tables and Figures, and lastly the references. All other manuscripts do not have required sections in the body but should include an abstract and references.
- References can be submitted in any style but should be a consistent style throughout. All references should be cited in the text and should be numbered in the order they appear in the text. All authors of references should be listed up to six, and then use “et al.” All journal name abbreviations should be Index Medicus abbreviations.

Author Requirements

All persons listed as an author of the manuscript must contribute to the idea, design, data analysis or interpretation, or intellectual content of the study or manuscript. Collecting data or supporting the study financially or intellectually does not meet the requirements for manuscript authors. Authors who solely provide supervision or based on academic or employment position, such as department chair or supervisor, do not meet requirements for manuscript authors. If the manuscript is provisionally accepted for publication in the journal, you will be asked to submit a written document describing each author’s contributions.

Acknowledgements

Acknowledgements should only include people who have provided either technical support or contributed to content of the study or manuscript. Anyone named in an acknowledgement should sign a conflict of interest similar to the authors. The submitting authors are required to provide written permission from anyone listed in the acknowledgements. This section, if included, should be listed just before the references.

Conflict of Interest

Every author listed in the manuscript must provide a full disclosure of any financial or other potential conflicts of interest that might cause a bias in the study or manuscript. If the manuscript is provisionally accepted, each author will be required to submit a signed conflict of interest disclosure. Any commercial support received, including grants, must be listed on the original manuscript's title page.

Authors are required to disclose if they themselves or an immediate family member currently has or had, within the last three years any affiliations with organizations that have a direct interest in the material in the manuscript or study. This includes all financial interest, including but not limited to employment, stock ownership, consultant work, promotion of a product or company, honoraria, or membership on the board of directors or other leadership position.

Ethical Conduct for All Research Studies

All research that involves human participants must be approved by the appropriate institutional review board (IRB) or be consistent with the Declaration of Helsinki published in JAMA 1997; 277:925-6. If the study was exempt, the authors must provide an explanation with the original manuscript that explains that the study remained in compliance of their local IRB. The manuscript should include that all human participants either gave informed consent for participation or explain that explicit informed consent was not required by the local IRB. If individuals might be identifiable by any portion of the manuscript, including but not limited to photos, illustrations, tables, figures, data, or descriptions, the authors must submit a release form (with the original manuscript) signed by the individual giving permission for use in the publication. Note that human participants in research includes human tissue or blood and medical records.

Ethical and Scientific Misconduct

If ethical or scientific misconduct is suspected, the editorial board of the journal reserves the right to notify the dean or chief executive officer of the sponsoring or funding institution. The editorial board also reserves the right to notify other appropriate authorities if misconduct is suspected and provide any needed materials for investigation. The editorial board will notify the authors of the manuscript of the intention to report a suspicion of misconduct.

Misconduct can include, but is not limited to, omitting an author who contributed significantly to the manuscript, inclusion of an author who did not meet authorship requirements, failure to disclose conflicts of interest, falsification or fabrication of data, and publication with another entity.