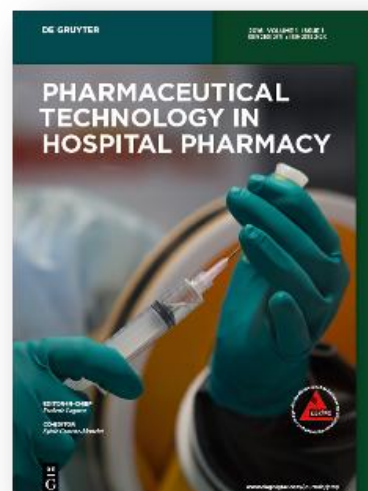


# Instructions for Authors

## *Pharmaceutical Technology in Hospital Pharmacy*

*Last update: July 2016*

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### 1. Aims and Scope

*Pharmaceutical Technology in Hospital Pharmacy* (PTHP) is an international journal dedicated to all aspects of pharmaceutical technology in hospitals. This includes pharmaceutical compounding procedure with sterile or non-sterile drug products (chemotherapies, CIVAS, capsules, gels, topical formulations, colloidal carriers, emulsions, eye drops and else), radiopharmaceuticals, sterilization techniques, analytical and biological procedures (stability studies, quality control), monitoring and validation of materials, techniques and environment. It also includes the determination of medical-device performances using technical experiments or modelization. The journal will particularly welcome new pharmaceutical formulations that can benefit hospitalized patients such as infants or aged persons.

### 2. Editorial policy

Please find detailed information on our Editorial Policy [here](#).

After submission the Editor-in-Chief (EiC) will first review the paper and assign at least two independent reviewers (double-blind peer review). The submitted manuscript can be rejected at this stage if of insufficient quality or if not within the scope of the journal. Taking into account the peer-review process, the journal aspires to deliver a decision to authors within 4 weeks after submission. If revisions are needed, the authors are expected to submit their revised paper within 6 weeks. It is the aim of the journal to publish papers promptly online ahead-of-print as soon as they have been finally processed.

### Authorship

Authorship is restricted to those who have made a significant contribution to the conceptual design of the study and/or the execution of the study.

### Unpublished material

Submission of a manuscript to PTHP implies that the work described is not copyrighted, published or submitted elsewhere, except in abstract form. The corresponding author should ensure that all authors approve the manuscript before its submission to PTHP.

## Ethical conduct of research

The authors must describe and confirm safeguards to meet ethical standards. The ethics statements for *Pharmaceutical Technology in Hospital Pharmacy* are based on the Committee on Publication Ethics (COPE) Best Practice Guidelines for Journal Editors (cf. <http://publicationethics.org/>) and the "Uniform Requirements for Manuscripts (URM) Submitted to Biomedical Journals" of the International Committee of Medical Journal Editors (ICMJE – <http://www.icmje.org/>).

Where applicable, all authors must confirm in writing that they have complied with the World Medical Association Declaration of Helsinki (cf. <http://www.wma.net/en/30publications/10policies/b3/>) regarding ethical conduct of research involving human subjects and/or animals. In the Materials and Methods Section, or in a separate section, the manuscript should contain a statement that the study has been approved by the Ethical Committee of the institution where the study was performed, and that the study subjects, or their legal guardians, gave informed consent for participation in the study.

## Conflict of Interest

Conflict of interest for a given manuscript exists when a participant in the peer review and publication process – author, reviewer, and editor – has ties to activities that could inappropriately influence his or her judgment, regardless of whether judgment is, in fact, affected. Financial relationships with industry (for example employment, consultancies, stock ownership, honoraria, expert testimony), either directly or through immediate family, are usually considered the most important conflicts of interest. However, conflicts can occur for other reasons, such as personal relationships, academic competition, and intellectual passion. When authors submit a manuscript, they are responsible for recognizing and disclosing financial and/or other conflicts of interest that might bias their work. Any financial support for and financial or personal connections related to the work have to be clearly disclosed in the manuscript. If no specified acknowledgement is given, the Publishers assume that no conflicts of interests exist

**Please find more information on our Publication Ethics [here](#).**

## Copyright

Manuscripts are accepted on the condition of transfer of copyright (for U.S. government employees: to the extent transferable) to the publisher. Once the manuscript is accepted, it may not be published elsewhere without the consent of the copyright holders.

## Manuscript submission

Manuscripts should be submitted in electronic form to our online submission, peer review and production system at <http://mc.manuscriptcentral.com/pthp>.

## 3. Preparation of manuscripts

All papers will be peer-reviewed independently by at least two different reviewers in a blind manner thus please make sure, that the main document of your manuscript does **not** contain author(s)'s data and affiliations. Those shall only be indicated on the cover page which will not be included to the peers' review files.

## Language

Manuscripts should be written in clear and concise English. Please have your text proofread by an English native speaker before you submit it for consideration. At the proof stage, only minor changes other than corrections of printers' errors are allowed.

## Cover Letter

Each manuscript should be accompanied by a cover letter containing a brief statement by the authors describing the novelty and importance of their research.

## Nomenclature

Authors are asked to follow the recommendations of the [Système International d'Unités](#) (SI).

## Article Types

PTHP welcomes review papers, original research articles, guidelines, opinion papers and short communications within the scope of the journal. For review papers, the Editor-in-Chief should be contacted first. If requested, the journal can publish letters to the Editor; in this case the Editor-in-Chief should be contacted first.

**Review papers** should contain between 4,000 and 8,000 words in total. Review papers should not be just a summary of what has already been published in the field of the paper. The authors should be critical and state future perspectives in the end of their text. Review papers should be very clearly written with a wisely chosen outline.

Review papers typically contain:

- ✓ Title page, with author names, address, email and designation of corresponding author and keywords.
- ✓ Title page without author's name
- ✓ Abstract page
- ✓ Introduction
- ✓ The different paragraphs of the review
- ✓ A paragraph for future perspectives
- ✓ Conclusion
- ✓ Acknowledgments
- ✓ Conflict of interest statement
- ✓ Bibliography (typically between 50 and 150 references)

**Original research papers** should describe research that has not been published elsewhere by the same authors or by other research teams. Novelty is a critical point for publication acceptance. Materials and methods should be precisely stated in order to allow other pharmacist to duplicate the procedures. Statistical analysis is mandatory to assess significance of the data. A concise and honest discussion of the findings is expected. Conclusion should be restricted to what has been described in the result without any speculative statement.

Original papers typically contain:

- ✓ Title page, with author names, address, email and designation of corresponding author and keywords
- ✓ Title page without author's name
- ✓ Abstract page
- ✓ Introduction
- ✓ Materials and methods

- ✓ Results
- ✓ Discussion
- ✓ Conclusion and/or Perspectives
- ✓ Acknowledgments
- ✓ Conflict of interest statement
- ✓ Bibliography

**Guidelines** should be proposed by a scientific association (or group) well known and respected in its field. As other types of articles, guidelines have to fit with the scope of the journal. The point raised should be relevant and explained. As an exception for this journal, guidelines will not be reviewed in a blind manner because in this case the experience and published works of the authors will be taken into account for peer-review.

Guidelines are not limited in length. These papers typically contain:

- ✓ Title page, with author names, address, email and designation of corresponding author and keywords.
- ✓ Abstract page
- ✓ Introduction
- ✓ Guideline core text
- ✓ Conclusion and/or Perspectives
- ✓ Acknowledgments
- ✓ Conflict of interest statement
- ✓ Bibliography

**Opinion papers** are short papers focused on a specific problem or aspect of Pharmaceutical Technology. In this paper, the authors are requested to give a strong opinion and launch a debate on a subject. No drug device or drug product or company should be attacked directly but a reflection on the strategy to improve the quality of pharmaceuticals or pharmaceutical procedure could be proposed. Opinion papers have a maximum of 1,500 words and 2 figures or tables. They typically contain:

- ✓ Title page, with author names, address, email and designation of corresponding author and keywords
- ✓ Title page without author's name
- ✓ Abstract page
- ✓ An introduction stating the question raised
- ✓ The Core Text
- ✓ A conclusion stating clearly the opinion of the authors on the question raised in the introduction
- ✓ Acknowledgments
- ✓ Conflict of interest statement
- ✓ Bibliography (limited to 15 references)

**Short communications** are proposed on the model of original research papers. This type of paper is intended to rapidly communicate a focused research study which is of importance for the pharmaceutical field. Short communications are limited to 2,000 words, 3 figures and 20 references.

**Letters to the editor** can be submitted after previous accordance with the Editor-in-Chief. These letters are reviewed directly by the Editor-in-Chief after submission. This form of communication is intended to state one precise point on a controversy and/or to react after the publication of another paper in PTHP adding value to a controversial discussion. The length of this type of communications should not exceed 800 words and 10 references. The authors are limited to 5.

## References

Reference lists have to be written in Vancouver style, please see:

<http://guides.lib.monash.edu/citing-referencing/vancouver>

The names of journals should be abbreviated according to the *World List of Scientific Periodicals*.

Number the references consecutively in the order in which they appear in the text, including tables and figures. In the body text, identify references by Arabic numerals in round brackets (1). In the references all authors must be included; et al. is not accepted. Do not use italic font in the reference section.

If you use a reference managing program you could apply the *New England Journal of Medicine* style to your manuscript (e.g. <http://endnote.com/downloads/style/new-england-journal-medicine>).

### Examples for references

#### a) For journals

##### Print journal article

#. Author AA, Author BB, Author CC, Author DD. Title of article. Abbreviated title of journal Year of publication YYYY;volume number:page numbers.

1. Petitti DB, Crooks VC, Buckwalter JG, Chiu V. Blood pressure levels before dementia. Arch Neurol 2005;62:112-6.

##### Electronic journal article with DOI

#. Author AA, Author BB, Author CC, Author DD, Author EE, Author FF. Title of article. Abbreviated title of Journal [Internet] Year of publication [cited YYYY];volume number:page numbers. Available from: URL DOI

1. Kanneganti P, Harris JD, Brophy RH, Carey JL, Lattermann C, Flanigan DC. The effect of smoking on ligament and cartilage surgery in the knee: a systematic review. Am J Sports Med [Internet] 2012 [cited 2013 Feb 19];40:2872-8. Available from:<http://ajs.sagepub.com/content/40/12/2872> doi: 10.1177/0363546512458223

#### b) For books

#. Author AA. Title of book. # edition [if not first]. Place of Publication: Publisher; Year of publication. Pagination

1. Carlson BM. Human embryology and developmental biology. 4th ed. St. Louis: Mosby; 2009. 541 p.

##### Edited book

#. Editor AA, Editor BB, editors. Title of book. # edition[if not first]. Place of Publication: Publisher; Year. Pagination

1. O'Campo P, Dunn JR, editors. Rethinking social epidemiology: towards a science of change.Dordrecht: Springer; 2012. 348 p.

## Tables

Submit tables on separate pages and number them consecutively using Arabic numerals. Provide a short descriptive title, column headings, and (if necessary) footnotes to make each table self-explanatory. Refer to tables in the text as Table 1, etc. Use Table 1, etc. in the table legends. Please indicate in the manuscript the approximate position of each table.

## Figures

Illustrations will be reduced in size to fit, whenever possible, the width of a single column. Lettering in all figures within the article should be uniform in style, preferably a sans serif typeface, and of sufficient size, so that it is readable at the final size of approximately 2 mm. Uppercase letters A, B, C, etc. should be used to identify parts of multi-part figures. Cite all figures in the text in a numerical order. Indicate the approximate position of each figure. Refer to figures in the text as Figure 1, etc. Use Figure 1, etc. in the figure legends.

Please note that if any of the figures you used are copyrighted, you need to obtain permission from the copyright owners to reproduce these figures in PTHP. You also need to document the copyright permission in the respective figure legend. The same holds true for copyrighted tables you use.

## Color figures

Authors are encouraged to submit illustrations in color if necessary for their scientific content. Publication of color figures is provided free of charge both in online and print editions.

Line drawings and photographs must be of high quality. Please note that faint shading may be lost upon reproduction.

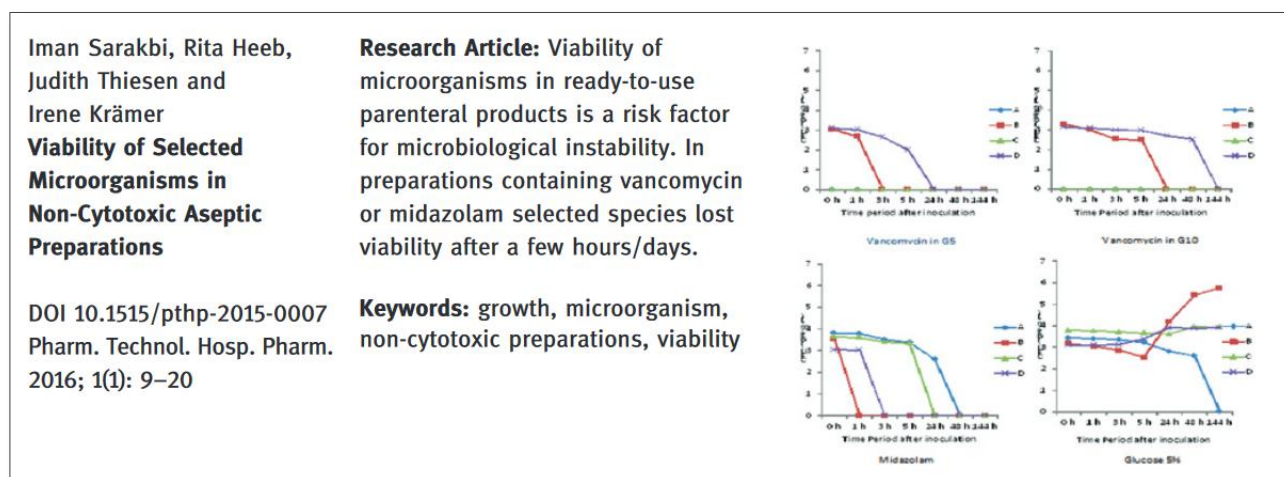
## Figure legends

Provide a short descriptive title, and (if necessary) footnotes to make each figure self-explanatory on separate pages. Explain all symbols used in the figures. Remember to use the same abbreviations as in the body-text.

## Graphical Abstract

An eye-catching graphic for the Table of Contents (5 cm wide and 5 cm high) must be provided at the end of each manuscript along with a text of max. 30 words which differs from the abstract. This text should show the attraction points of your work

## Example of a graphical abstract:





## Author's Photo and Short Biography ("Bionote")

Original Articles and Reviews should be submitted along with a photograph and a short biography (6-10 lines, written in 3rd person) of the corresponding author and all co-author(s). This information will be published after the References.

### Example of a Bionote:



**Frederic Lagarce**  
Pharmacy Department, University Hospital of  
Angers, Angers, France; University of Angers,  
MINT INSERM U1066, Angers, France

Frederic Lagarce received his PhD in 2004, and is Professor of Pharmaceutical Technology and Biopharmaceutics since 2012 at the University of Angers in France. Being also Hospital Pharmacist, his research is translational (from bench to bedside) and mainly focused on cancer therapy, especially on bioavailability enhancement by playing on the interactions between the drug products (mainly nanosystems) and the living tissues. This field involves biological barrier crossing studies but also stability assessment of the active moieties and overcoming the acquired resistances to drugs. In hospital he is in charge of the pharmaceutical technology and quality control unit. Finding new answers to medical needs using innovative drug formulations is what drives him every day to work.

## 4. Offprints

The electronic files of typeset articles in Adobe Acrobat PDF format are provided free of charge; corresponding authors receive notification that their article has been published online with a link to DeGruyter Author Services, where they can pick up their authors' copy. Paper offprints can be ordered in addition at the time of submission or at the page proof stage.

### ***Note for authors of NIH-funded research***

Walter de Gruyter Publishers acknowledge that the author of an NIH-funded article retains the right to provide a copy of the final manuscript to NIH upon acceptance for publication or thereafter, for public archiving in PubMed Central 12 months after publication in PTHP note that only the accepted author's version of the manuscript, not the PDF file of the published article, may be used for NIH archiving.

### **Please contact the Editorial Office for any further questions:**

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