DESCRIPTION

The Asia Pacific League of Clinical Gerontology and Geriatrics (APLCGG) was founded to promote international research in gerontology and geriatrics, especially from the Asia Pacific region. With the participation of delegates from Taiwan, Japan, South Korea, Singapore, Indonesia, the United Kingdom, the United States and Hungary, the *Journal of Clinical Gerontology and Geriatrics (JCGG)* was conceived at the founding meeting in 2009 and launched shortly afterwards in 2010. The JCGG is an open access journal and is indexed in ScienceDirect, Scopus, EMBase, DOAJ, Emerging Sources Citation Index (ESCI), TOC Premier, SIIC Data Bases and EBSCOhost.

The main purposes for publishing JCGG include: Introduction of Asian perspectives on international aging research Promoting regional collaboration in clinical trials based on similar ethnic backgrounds Facilitating age-friendly healthcare systems development for Asian countries Encouraging international collaboration in related research in this region

To achieve these purposes, the JCGG Topics covered by the journal include but are not limited to health service research for older adults, clinical trials involving Asian populations (including Asian expatriates, and persons of Asian descent outside Asia), international and comparative research, as well as interdisciplinary clinical gerontology research.

Review articles, Original articles, Brief communications, Case reports and Letters to the Editor are considered for publication.

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INTRODUCTION
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Review articles, Original articles, Brief communications, Case reports and Letters to the Editor are considered for publication. The Editorial Board requires authors to be in compliance with the Uniform Requirements for Manuscripts Submitted to Biomedical Journals (URMs), which are compiled by the International Committee of Medical Journal Editors (ICMJE); current URMs are available at http://www.icmje.org.

These Instructions to Authors are revised periodically by JCGG Editors as needed. Authors should consult a recent issue of the Journal or visit www.jcgg-online.com for the latest version of these instructions. Any manuscript not prepared according to these instructions will be returned immediately to the author(s) without review.

Article Categories
The categories of articles that are published in the Journal are listed and described below. Please select the category that best describes your paper. If your paper does not fall into any of these categories, please contact the Editorial Office.

Editorials
Editorials are short articles or comments concerning a specific paper in the Journal or a topical issue in the field. Although they are normally invited, unsolicited editorials may be submitted and will be given due consideration.

Format guide
• Word limit: 1500 words
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Review Articles
These articles aim to provide the reader with a balanced overview of an important and topical issue in research or clinical practice. They should cover aspects of a topic in which scientific consensus exists as well as aspects that remain controversial and are the subject of ongoing scientific research. All articles and data sources reviewed should include information about the specific type of study or analysis, population, intervention, exposure, and tests or outcomes. All articles or data sources should be selected systematically for inclusion in the review and critically evaluated.

Format guide
• Word limit: 4500 words
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• References: 80 or less
• Tables/Figures: 6 maximum
Original Articles
These articles typically include randomized trials, intervention studies, studies of screening and diagnostic tests, laboratory and animal studies, cohort studies, cost-effectiveness analyses, case-control studies, and surveys with high response rates, which represent new and significant contributions to the field.

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Brief Communications
These reports should be concise presentations of preliminary experimental results, instrumentation and analytical techniques, or aspects of clinical or experimental practice that are not fully investigated, verified or perfected but which may be of widespread interest or application.

Section headings should be: Abstract, Introduction, Methods, Results, Discussion, Conflicts of Interest Statement (if any), Acknowledgments (if any), and References.

The Editors reserve the right to decide what constitutes a Brief Communication.

Format guide
- Word limit: 1500 words
- Abstract: unstructured, up to 150 words
- References: 15 or less
- Tables/Figures: 2 maximum
- No subheadings

Case Reports
These are short discussions of a case or case series with unique features not previously described that make an important teaching point or scientific observation. They may describe novel techniques or use of equipment, or new information on diseases of importance.

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The Introduction should describe the purpose of the present report, the significance of the disease and its specificity, and briefly review the relevant literature.
The Case Presentation should include statements of the problem, patient history, diagnosis, treatment, outcome and any other information pertinent to the case(s).

The Discussion should compare, analyze and discuss the similarities and differences between the reported case and similar cases reported in other published articles. The importance or specificity of the case should be restated when discussing the differential diagnoses. Suggest the prognosis of the disease and possibility of prevention.

Format guide
- Author: 6 or less
- Word limit: 2000 words
- Abstract: unstructured, up to 250 words
- References: 20 or less
- Tables/Figures: 3 maximum

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These include brief constructive comments in response to previously published JCGG articles, interesting cases that do not meet the requirement of being truly exceptional, and other brief technical or clinical notes of general interest. Letters are edited, sometimes extensively, to sharpen their focus. They may be sent for peer review at the discretion of JCGG Editors.

Letters should have a title, and include the corresponding author's mailing and e-mail addresses.

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- References: 5 or less
- Tables/Figures: 1 maximum

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BEFORE YOU BEGIN
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For human or animal experimental investigations, appropriate institutional review board or ethics committee approval is required, and such approval should be stated in the methods section of the manuscript. For those investigators who do not have formal ethics review committees, the principles outlined in the Declaration of Helsinki should be followed (World Medical Association. Declaration of Helsinki: ethical principles for medical research involving human subjects. Available at: http://www.wma.net/en/30publications/10policies/b3/17c.pdf).

For investigations in humans, state explicitly in the methods section of the manuscript that informed consent was obtained from all participating adults and from parents or legal guardians for minors or incapacitated adults, together with the manner in which informed consent was obtained (i.e., oral or written).
For work involving animals, the guidelines for their care and use that were followed should be stated in the methods section of the manuscript. For those investigators who do not have formal institutional guidelines relating to animal experiments, the European Commission Directive 86/609/EEC for animal experiments (available at http://ec.europa.eu/environment/chemicals/lab_animals/legislation_en.htm) should be followed and the same should be stated in the methods section of the manuscript.

**Disclosure of Conflicts of Interest**

A conflict of interest occurs when an individual's objectivity is potentially compromised by a desire for financial gain, prominence, professional advancement or a successful outcome. JCGG Editors strive to ensure that what is published in the Journal is as balanced, objective and evidence-based as possible. Since it is difficult to distinguish between an actual conflict of interest and a perceived conflict of interest, the Journal requires authors to disclose all and any potential conflicts of interest.

Conflicts of interest may be financial or non-financial. Financial conflicts include financial relationships such as honoraria; educational grants; participation in speakers' bureaus; membership, employment, consultancies, stock ownership, or other equity interest; expert testimony or patent-licensing arrangements. Non-financial conflicts include personal or professional relationships, affiliations, academic competition, intellectual passion, knowledge or beliefs that might affect objectivity.

Please ensure that any conflicts of interest and sources of funding are fully declared on page 2 of the JCGG Authorship & Conflicts of Interest Statement form.

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All randomized controlled trials submitted for publication should include a completed Consolidated Standards of Reporting Trials (CONSORT) flow chart (please go to http://www.consort-statement.org for more information). This JCGG has adopted the ICMJE proposal from the International Committee of Medical Journal Editors (ICMJE) that require, as a condition of consideration for publication of clinical trials, registration in a public trials registry. Trials must register at or before the onset of patient enrolment. The clinical trial registration number should be included at the end of the abstract of the article.

For this purpose, a clinical trial is defined as any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects of health outcomes. Health-related interventions include any intervention used to modify a biomedical or health-related outcome (for example drugs, surgical procedures, devices, behavioral treatments, dietary interventions, and process-of-care changes). Health outcomes include any biomedical or health-related measures obtained in patients or participants, including pharmacokinetic measures and adverse events.

Purely observational studies (those in which the assignment of the medical intervention is not at the discretion of the investigator) will not require registration. Further information can be found at http://www.icmje.org.

**Identification of Patients in Descriptions, Photographs and Pedigrees**

A signed statement of informed consent to publish (in print and online) patient descriptions, photographs and pedigrees should be obtained from all persons (parents or legal guardians for minors) who can be identified (including by the patients themselves) in such written descriptions, photographs or pedigrees. Such persons should be shown the manuscript before its submission. Omitting data or making data less specific to de-identify patients is acceptable, but changing any such data is not acceptable. State explicitly in the methods section of the manuscript that informed consent was obtained from all participating adult subjects or from parents or legal guardians for minors or incapacitated adults, together with the manner in which informed consent was obtained (i.e., oral or written).

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(4) Ethics Statement. Articles covering the use of human or animal samples in research, or human or animal experiments must be accompanied by a letter of approval from the relevant review committee or authorities. See Section 3 for more information.

(5) Consolidated Standards of Reporting Trials (CONSORT) flow chart for randomized controlled trials submitted for publication. See Section 4 for more information.

(6) Signed Statement of Informed Consent. Articles where human subjects can be identified in descriptions, photographs or pedigrees must be accompanied by a signed statement of informed consent to publish (in print and online) the descriptions, photographs and pedigrees from each subject who can be identified. See Section 5 for more information.

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Text should be typed double-spaced on one side of white A4 (297 × 210 mm) paper, with outer margins of 2.5 cm. A manuscript should include a title page, abstract, text, references, conflicts of interest statement (if any), acknowledgments (if any), and figures and tables as appropriate. Each section of the manuscript should begin on a new page. Pages should be numbered consecutively, beginning with the title page.

Title Page
The title page should contain the following information (in order, from the top to bottom of the page): article category article title names (spelled out in full*) and academic degrees of all authors, and the institutions with which they are affiliated; indicate all affiliations with a superscripted lowercase letter after the author’s name and in front of the matching affiliation. corresponding author details (name, e-mail, mailing address, telephone and fax numbers)

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An abstract (no longer than 300 words) is required for the following article categories: Review Articles, Original Articles, Brief Communications and Case Reports.

Abstracts for Original Articles should be structured, with the section headings Background/Purpose, Methods, Results and Conclusion

Background/Purpose: briefly explain the importance of the study topic and state a precise study question or purpose.

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Results: briefly present the significant results, with data and statistical details such as p values where appropriate; be sure that information in the abstract matches that in the main text.

Conclusion: state the meaning of your findings, being careful to address the study question directly and to confine your conclusions to aspects covered in the abstract; give equal emphasis to positive and negative findings.
Abstracts for Review Articles, Brief Communications and Case Reports should be unstructured, in one single paragraph with no section headings, but include information on the background/purpose of the report, methods (as appropriate), results (or case report), and conclusions.

An abstract is often presented separately from the article, so it must be able to stand alone. For this reason, References should be avoided, but if essential, then cite the author(s) and year(s). Also, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself.

No abstract or keywords are required for Editorials and Letters to the Editor. For all article categories, 3-5 relevant keywords should be provided in alphabetical order. Keywords will be used for indexing purposes and should be taken from the Medical Subject Headings (MeSH) list of Index Medicus (www.nlm.nih.gov/mesh/meshhome.html). Avoid general and plural terms and multiple concepts (avoid, for example, "and", "of"). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible.

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The text for Original Articles and Brief Communications should be organized into the following sections: Introduction, Methods, Results, Discussion, Conflicts of Interest Statement (if any), Acknowledgments (if any), and References. Subheadings in long papers are acceptable if needed for clarification and ease of reading. Sections for Case Reports are: Introduction, Case Presentation, Discussion, Conflicts of Interest Statement (if any), Acknowledgments (if any), and References. Each section should begin on a new page.

Abbreviations

Where a term/definition will be continually referred to, it must be written in full when it first appears in the text, followed by the subsequent abbreviation in parentheses. Thereafter, the abbreviation may be used. An abbreviation should not be first defined in any section heading; if an abbreviation has previously been defined in the text, then the abbreviation may be used in a subsequent section heading. Restrict the number of abbreviations to those that are absolutely necessary and ensure consistency of abbreviations throughout the article.

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Statistical analysis is essential for all research papers except Case Reports. Use correct nomenclature of statistical methods (e.g., two sample t test, not unpaired t test). Descriptive statistics should follow the scales used in data description. Inferential statistics are important for interpreting results and should be described in detail.

All $p$ values should be presented to the third decimal place for accuracy. The smallest $p$ value that should be expressed is $p < 0.001$, since additional zeros do not convey useful information; the largest $p$ value that should be expressed is $p > 0.99$.

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All financial and material support for the research, work, writing and editorial assistance from internal or external agencies, including commercial companies, should be clearly and completely identified in a Funding/Support Statement.

**Acknowledgments**

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The number of figures should be restricted to the minimum necessary to support the textual material. Figures should have an informative figure legend and be numbered in the order of their citation in the text. All symbols and abbreviations should be defined in the figure legend in alphabetical order. Items requiring explanatory footnotes should follow the same style as that for tables as described in Section 9.7.

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