TABLE OF CONTENTS

- Description p.1
- Impact Factor p.1
- Abstracting and Indexing p.2
- Editorial Board p.2
- Guide for Authors p.5

DESCRIPTION

*Journal of the Chinese Medical Association*, previously known as the Chinese Medical Journal (Taipei), has a long history of publishing scientific papers and has continuously made substantial contribution in the understanding and progress of a broad range of biomedical sciences. It is published monthly by Elsevier and indexed in Science Citation Index Expanded (SCIE), MEDLINE®, Index Medicus, EMBASE, CAB Abstracts, Sociedad Iberoamericana de Informacion Cientifica (SIIC) Data Bases, ScienceDirect, Scopus and Global Health.

*JCMA* is the official and open access journal of the Chinese Medical Association, Taipei, Taiwan, Republic of China and is an international forum for scholarly reports in medicine, surgery, dentistry and basic research in biomedical science. As a vehicle of communication and education among physicians and scientists, the journal is open to the use of diverse methodological approaches. Reports of professional practice will need to demonstrate academic robustness and scientific rigor. Outstanding scholars are invited to give their update reviews on the perspectives of the evidence-based science in the related research field. Article types accepted include review articles, original articles, case reports, brief communications and letters to the editor.

Benefits to authors

We also provide many author benefits, such as free PDFs, a liberal copyright policy, special discounts on Elsevier publications and much more. Please click here for more information on our author services.

IMPACT FACTOR

2016: 1.252 © Thomson Reuters Journal Citation Reports 2017
ABSTRACTING AND INDEXING

MEDLINE®
Index Medicus
EMBASE
CAB Abstracts
Sociedad Iberoamericana de Informacion Cientifica (SIIC) Data Bases
ScienceDirect
Scopus
Science Citation Index Expanded
Global Health

EDITORIAL BOARD

Editor-in-Chief
Shou-Dong Lee, Cheng Hsin General Hospital, Taiwan

Deputy Editor-in-Chief
Teh-Ia Huo, National Yang-Ming University, Taiwan
Fa-Yauh Lee, Taipei Veterans General Hospital, Taipei, Taiwan
Der-Cherng Tarn, National Yang-Ming University, Taiwan

Editorial Board
Yee Chao, Oncology, Taipei Veterans General Hospital, Taiwan
Chin-Wen Chi, Basic, Taipei Veterans General Hospital, Taiwan
Chern-En Chiang, Cardiology, Taipei Veterans General Hospital, Taiwan
Shih-Hwa Chio, Basic, National Yang-Ming University, Taiwan
Yi-Hong Chou, Ultrasound, Taipei Veterans General Hospital, Taiwan
Ming-Chih Hwu, Endoscopic, National Yang-Ming University, Taiwan
Hui-Chi Hsu, Hema-Oncology, St Mary’s Hospital, Luodong, Taiwan
Wen-Hu Hsu, Chest Surgery, Taipei Veterans General Hospital, Taiwan
William J. Huang, Urology, National Yang-Ming University, Taiwan
Shinn-Jang Hwang, Family Medicine, Taipei Veterans General Hospital, Taiwan
Tjin-Shing Jap, Endocrinology, Taipei Veterans General Hospital, Taiwan
Han-Chieh Lin, Gastroenterology, Taipei Veterans General Hospital, Taiwan
Chien-Lin Liu, Orthopedics, Taipei Veterans General Hospital, Taiwan
Ren-Bin Tang, Pediatrics, Cheng Hsin General Hospital, Taiwan
Michael M.H. Teng, Radiology, Cheng Hsin General Hospital, Taiwan
Chun-Ming Tsai, Respiratory Medicine, Taipei Veterans General Hospital, Taiwan
Chang-Youh Tsai, Immunology, Taipei Veterans General Hospital, Taiwan
Shen-Kou Tsai, Anesthesiology, Cheng Hsin General Hospital, Taiwan
Peng-Hui Wang, Taipei Veterans General Hospital, Taipei, Taiwan
Shuu-Jiu Wang, Neurology, National Yang-Ming University, Taiwan
Tai-Tong Wang, Neurosurgery, Taipei Medical University Hospital, Taiwan
Jeng Wei, Cardiovascular Surgery, Cheng Hsin General Hospital, Taiwan
An-Hang Yang, Pathology, National Yang-Ming University, Taiwan

Assistant Editors
Ching-Chih Chang, Taipei Veterans General Hospital, Taiwan
Chih-Yen Chen, National Yang-Ming University, Taiwan
Tzeng-Ji Chen, National Yang-Ming University, Taiwan
Han-Shui Hsu, Taipei Veterans General Hospital, Taiwan
Yi-Shin Huang, Taipei Veterans General Hospital, Taiwan
Hung-Hsu Hung, Cheng Hsin General Hospital, Taiwan
Wei-Jy Jeng, National Yang-Ming University, Taiwan
Ing-Tsau Kuo, Taipei Veterans General Hospital, Taiwan
Chung-Pin Li, Taipei Veterans General Hospital, Taiwan
Yao-Ping Lin, Taipei Veterans General Hospital, Taiwan
Chun-Yu Liu, Taipei Veterans General Hospital, Taiwan
Jin-Hwang Liu, Taipei Veterans General Hospital, Taiwan
Ching-Liang Lu, National Yang Ming University, Taipei, Taiwan
Chueh-Chuan Yen, Taipei Veterans General Hospital, Taipei, Taiwan

Advisory Board
Deh-Ming Chang, Taipei Veterans General Hospital, Taiwan
Luke S. Chang, Cheng Hsin General Hospital, Taiwan
Kuan-Chong Chao, Taipei Veterans General Hospital, Taipei, Taiwan
Kuang-Kuo Chen, Taipei Veterans General Hospital, Taiwan
Shih-Ann Chen, National Yang-Ming University, Taiwan
Tain-Hsiung Chen, Taipei Veterans General Hospital, Taiwan
Wei-Ming Chen, National Yang-Ming University, Taiwan
Tzeon-Jye Chiou, Taipei Veterans General Hospital, Taiwan
Low-Tone Ho, Taipei Veterans General Hospital, Taiwan
Shung-Tai Ho, Taipei Veterans General Hospital, Taiwan
Shou-Yen Kao, Taipei Veterans General Hospital, Taiwan
Chen-Hsen Lee, TSH Biopharm Corporation Limited, Taiwan
Liang-Shong Lee, Taipei Medical University, Taiwan
San-Kan Lee, Taichung Veterans General Hospital, Taiwan
Kung-Yee Liang, National Yang-Ming University, Taiwan
Fang-Yue Lin, Far Eastern Memorial Hospital, Taiwan
Jen-Kuo Lin, Taipei Veterans General Hospital, Taiwan
Chun-Peng Liu, Kaohsiung Veterans General Hospital, Taiwan
Kwang-Juei Lo, Center Clinic and Hospital, Taiwan
Wing-Yiu Lui, Center Clinic and Hospital, Taiwan
Fang-Ku P’eng, Taipei Veterans General Hospital, Taiwan
Yeong-Shian Pu, National Taiwan University Hospital (NTUH), Taiwan
Wayne H.H. Sheu, Taichung Veterans General Hospital, Taiwan
Yang-Hsin Shih, Taipei Veterans General Hospital, Taiwan
Tung-Ping Tom Su, National Yang-Ming University, Taiwan
Mei-Yung Tsou, Taipei Veterans General Hospital, Taiwan
Zin-An Wu, Taipei Municipal Gan-Dau Hospital, Taiwan
Dah-Jung Yang, Taipei Veterans General Hospital, Taiwan
Rong-Sen Yang, National Taiwan University Hospital (NTUH), Taiwan
Dah-Shyong Yu, Tri-Service General Hospital, Taiwan
Mu-Hsien Yu, Tri-Service General Hospital, Taipei, Taiwan

International Advisory Board
James Appleyard, World Medical Association, UK
Ida Y.D. Chen, Cedars-Sinai Medical Center, USA
Chi-Hin Cho, The Chinese University of Hong Kong, Hong Kong
Cheng T. Cho, University of Kansas School of Medicine, USA
Jonathan I. Epstein, Johns Hopkins Hospital, USA
Mineko Fujimiya, Sapporo Medical University, Japan
Roberto J. Groszmann, VA Medical Center, Yale University, USA
Akio Inui, Dept. of Behavioural Medicine, Kagoshima University Graduate School of Medical & Dental Sciences, Kagoshima, Japan
Michael Levine, Dept. of Chemistry, University of California at Berkeley, Berkeley, USA
David Robertson, Vanderbilt University Medical Center, USA
Ayalew Tefferi, Div. of Hematology, Mayo Clinic, Rochester, USA

Statistics Advisor
Biostatistics TaskForce, Taipei Veterans General Hospital, Taiwan

English Consultants
Teresa Chen
James Nicodemus
Matthew D. Nicodemus

Editors Emeriti
Mau-Song Chang, 1993-1999
Tsuen Chang, 1991-1993
Benjamin N. Chiang, 1982-1986
King-Nien Ching, 1986-1990
Sien-Yao Chow, 1975-1979
Shou-Hwa Han, 1979-1981
H.G. Li, 1958-1971
Shing-Jong Lin, 1999-2002
S.K. Wang, 1971-1975
L.C. Yen, 1954-1958

Editorial Secretaries
Daphne Hsu
Terri Wei
GUIDE FOR AUTHORS

INTRODUCTION

Journal of the Chinese Medical Association (JCMA), previously known as the Chinese Medical Journal (Taipei), has a long history of publishing scientific papers and has continuously made substantial contribution in the understanding and progress of a broad range of biomedical sciences. It is published monthly by Elsevier and indexed in Science Citation Index Expanded (SCIE), MEDLINE, Index Medicus, EMBASE, CAB Abstracts, Sociedad Iberoamericana de Informacion Científica (SIIC) Data Bases, ScienceDirect, Scopus and Global Health.

JCMA is the official and open access journal of the Chinese Medical Association, Taipei, Taiwan, Republic of China and is an international forum for scholarly reports in medicine, surgery, dentistry and basic research in biomedical science. As a vehicle of communication and education among physicians and scientists, the journal is open to the use of diverse methodological approaches. Reports of professional practice will need to demonstrate academic robustness and scientific rigor. Outstanding scholars are invited to give their update reviews on the perspectives of the evidence-based science in the related research field. Article types accepted include review articles, original articles, case reports, brief communications and letters to the editor.

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.

The Guide for Authors are revised periodically by the Editors as needed. Authors should consult a recent issue of the Journal or visit http://www.jcma-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.

Editorials

These are usually written by invited authors or editorial board members and are comments on recent news or articles published in the Journal.

Format guideWord limit: 1200 wordsReferences: 15 or less

Review Articles

These should 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. Figures, tables, algorithms and other forms of illustration should be included as appropriate.

Although many of the Review Articles published in the Journal are usually written by invited authors who are recognized experts on that particular topic, unsolicited Reviews are welcome and will be given due consideration.

Format guideAbstract: up to 300 wordsWord limit: 3500 wordsReferences: 100 or less

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

The Introduction should provide a brief background to the subject of the paper, explain the importance of the study, and state a precise study question or purpose.

The Methods section should describe the study design and methods (including the study setting and dates, patients/participants with inclusion and exclusion criteria, patient samples or animal specimens used, the essential features of any interventions, the main outcome measures, the laboratory methods followed, or data sources and how these were selected for the study), and state the statistical procedures employed in the research.

The Results section should comprise the study results presented in a logical sequence, supplemented by tables and/or figures. Take care that the text does not repeat data that are presented in tables and/or figures. Only emphasize and summarize the essential features of the main outcome measures, and the main results.

The Discussion section should be used to emphasize the new and important aspects of the study, placing the results in context with published literature, the implications of the findings, and the conclusions that follow from the study results.

Format guide Abstract: Structured, up to 300 wordsWord limit: 3000 wordsReferences: up to 60

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. Section headings should be: Abstract, Introduction, Case Report, Discussion, Acknowledgments (if any), and References.

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 Report 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.

Authors should note that case reports are subject to the payment of peer-review fees and publication charges; please see Section Publication Charges and Reprints for more information.

Format guide Author: up to 6Abstract: up to 200 wordsWord limit: 1200 wordsReferences: up to 20

Brief Communications
These may be prepared according to the format of Original Articles, but are expected to 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. The Editors reserve the right to decide what constitutes a Brief Communication.

Format guide Author: up to 6Abstract: up to 200 wordsWord limit: 1200 wordsReferences: up to 40

Letters to the Editor
Brief letters of constructive comments in response to previously published JCMA articles are welcome. Ensure that the corresponding author's mailing and e-mail addresses are included. Letters are edited, sometimes extensively, to sharpen their focus. They may be sent for peer review at the discretion of JCMA Editors. Letters are selected based on clarity, significance, and space.

Format guide Title: requiredWord limit: 500 wordsReferences: up to 10
Contact details for submission
Editorial Office
Journal of the Chinese Medical Association
Chinese Medical Association
Taipei Veterans General Hospital
201, Section 2, Shih-Pai Road
Taipei 112, Taiwan, R.O.C.
Tel: (+886) (0)2 2871-2121 ext. 3043
Fax: (+886) (0)2 2877-1873
E-mail: jcma@vghtpe.gov.tw
Official website: http://www.jcma-online.com/

BEFORE YOU BEGIN

Ethics in publishing
Please see our information pages on Ethics in publishing and Ethical guidelines for journal publication.

Ethical Approval of Studies and Informed Consent
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 (ex. 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.

Human and animal rights
If the work involves the use of human subjects, the author should ensure that the work described has been carried out in accordance with The Code of Ethics of the World Medical Association (Declaration of Helsinki) for experiments involving humans; Uniform Requirements for manuscripts submitted to Biomedical journals. Authors should include a statement in the manuscript that informed consent was obtained for experimentation with human subjects. The privacy rights of human subjects must always be observed.

All animal experiments should comply with the ARRIVE guidelines and should be carried out in accordance with the U.K. Animals (Scientific Procedures) Act, 1986 and associated guidelines, EU Directive 2010/63/EU for animal experiments, or the National Institutes of Health guide for the care and use of Laboratory animals (NIH Publications No. 8023, revised 1978) and the authors should clearly indicate in the manuscript that such guidelines have been followed.

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. JCMA 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 the name of each author listed in your manuscript appears in either Section I or Section II on page 2 of the JCMA Authorship & Conflicts of Interest Statement form (an author’s name cannot appear in both Section I and Section II of the form).

Declaration of interest
All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential conflicts of interest include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. If there are no conflicts of interest then please state this: 'Conflicts of interest: none'. More information.

Previous Publication or Duplicate Submission
Submitted manuscripts are considered with the understanding that they have not been published previously in print or electronic format (except in abstract or poster form) and are not under consideration in totality or in part by another publication or electronic medium.

Submission declaration and verification
Submission of an article implies that the work described has not been published previously (except in the form of an abstract or as part of a published lecture or academic thesis or as an electronic preprint, see 'Multiple, redundant or concurrent publication' section of our ethics policy for more information), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in English or in any other language, including electronically without the written consent of the copyright-holder. To verify originality, your article may be checked by the originality detection service CrossCheck.

Authorship
All authors should have made substantial contributions to all of the following: (1) the conception and design of the study, or acquisition of data, or analysis and interpretation of data, (2) drafting the article or revising it critically for important intellectual content, (3) final approval of the version to be submitted.

It is the Journals policy to allow for a single author as the first and corresponding authorship. Equal contribution from two or more than two authors should be discouraged.

Changes to authorship
Authors are expected to consider carefully the list and order of authors before submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion or rearrangement of author names in the authorship list should be made only before the manuscript has been accepted and only if approved by the journal Editor. To request such a change, the Editor must receive the following from the corresponding author: (a) the reason for the change in author list and (b) written confirmation (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed.

Only in exceptional circumstances will the Editor consider the addition, deletion or rearrangement of authors after the manuscript has been accepted. While the Editor considers the request, publication of the manuscript will be suspended. If the manuscript has already been published in an online issue, any requests approved by the Editor will result in a corrigendum.

Reporting clinical trials
Randomized controlled trials should be presented according to the CONSORT guidelines. At manuscript submission, authors must provide the CONSORT checklist accompanied by a flow diagram that illustrates the progress of patients through the trial, including recruitment, enrollment, randomization, withdrawal and completion, and a detailed description of the randomization procedure. The CONSORT checklist and template flow diagram are available online.
**Reporting Clinical Trials**

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](http://www.consort-statement.org) for more information). The *JCMA* has adopted the ICMJE proposal that requires, as a condition of consideration for publication of clinical trials, registration in a public trials registry. Patrals 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](http://www.icmje.org).

**Copyright**

Upon acceptance of an article, authors will be asked to complete a 'Journal Publishing Agreement' (see more information on this). An e-mail will be sent to the corresponding author confirming receipt of the manuscript together with a 'Journal Publishing Agreement' form or a link to the online version of this agreement.

**Author rights**

As an author you (or your employer or institution) have certain rights to reuse your work. More information.

The *JCMA* is the official peer-reviewed publication of the Chinese Medical Association. Manuscripts published in the *JCMA* become the permanent property of the Chinese Medical Association and Elsevier. All articles published in the Journal are protected by copyright, which covers the exclusive rights to reproduce and distribute the article, as well as translation rights. No *JCMA* article, in part or whole, may be reproduced, stored in any retrieval system, or transmitted in any form or by any means, electronic, mechanical, by photocopying, recording, or otherwise, without prior written permission from the Chinese Medical Association.

This journal has an embargo period of 0 months.

**Open Access**

This is a subsidized open access journal where the Chinese Medical Journal (Taipei) pays for the publishing costs incurred by the journal. Authors will only be charged for the excess of pages and the color pages, if required, in the print edition according to the instruction in the Guide for Authors, "Publication Charges and Reprints" section. All articles will be available Open Access on ScienceDirect. Permitted (re)use is that outlined by the Creative Commons Attribution-NonCommercial-NoDerivs (CC BY-NC-ND) license, which states that for non-commercial purposes, others may distribute and copy the article, and include in a collective work (such as an anthology), as long as they credit the author(s) and provided they do not alter or modify the article.

*Elsevier supports responsible sharing*

Find out how you can share your research published in Elsevier journals.

**Role of the funding source**

You are requested to identify who provided financial support for the conduct of the research and/or preparation of the article and to briefly describe the role of the sponsor(s), if any, in study design; in the collection, analysis and interpretation of data; in the writing of the report; and in the decision to submit the article for publication. If the funding source(s) had no such involvement then this should be stated.

*Creative Commons Attribution-NonCommercial-NoDerivs (CC BY-NC-ND)*

For non-commercial purposes, lets others distribute and copy the article, and to include in a collective work (such as an anthology), as long as they credit the author(s) and provided they do not alter or modify the article.
The Elsevier Publishing Campus (www.publishingcampus.com) is an online platform offering free lectures, interactive training and professional advice to support you in publishing your research. The College of Skills training offers modules on how to prepare, write and structure your article and explains how editors will look at your paper when it is submitted for publication. Use these resources, and more, to ensure that your submission will be the best that you can make it.

Language (usage and editing services)
Please write your text in good English (American or British usage is accepted, but not a mixture of these). Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English may wish to use the English Language Editing service available from Elsevier's WebShop.

For manuscripts that are judged by JCMA Editors or reviewers to be written in poor English but otherwise worthy of consideration for publication, authors are required to attached the English Editing Certificate. Otherwise, their manuscript will be rejected.

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).

Manuscript Submission
Manuscripts should be submitted by one of the below methods only.

Online Submission
Manuscripts (meaning all submission items, including all text, tables, artwork, cover letter, conflicts of interest disclosures, and any other required documents/material) may be submitted online to the JCMA through the Elsevier Editorial System (EES) at http://ees.elsevier.com/jcma. This site will guide authors stepwise through the submission process. If assistance is required, please refer to the tutorials for authors and/or customer support that are available on the EES website; you may also contact the Editorial Office.

Other Methods of Submission
If you are unable to submit your manuscript via the EES, you may submit your manuscript and related submission items as e-mail attachments to the JCMA Editorial Office.

Submit your article
Please submit your article via http://ees.elsevier.com/jcma.

Important Information
Articles should be in Microsoft Word document format and prepared in the simplest form possible. We will add in the correct font, font size, margins and so on according to the Journal’s style. You may use automatic page numbering, but do NOT use other kinds of automatic formatting such as footnotes, headers and footers. References especially should NOT be formatted using the MS Word “endnotes” or “footnotes” function; instead, you may use the commercially available EndNote® or Reference Manager® software to manage your references. Put text, references, table headings and tables, and figure legends in one file. Figures must be submitted as separate picture files, at the correct resolution and named according to the figure number, e.g., “Fig1.tif”, “Fig2.jpg”. Please see section Figures for more information.

Supporting Documents
The following documents must be included in your submission (refer also to the Checklist that follows these author instructions). Items (1), (2) and (3) are mandatory. Items (4), (5), (6) and (7) are required only if they are applicable to your manuscript.
1. Cover Letter. This must include the following information: Title of the manuscript, Names (spelled out in full) 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 (*the name of each author should be written with the family name last, e.g., Wan-Lin Chang). Corresponding author details (name, e-mail, mailing address, telephone and fax numbers). E-mail address of the first author. Chinese authors should provide their names, affiliations and contact details in both English and Chinese characters. A statement that the material contained in the manuscript has not been previously published and is not being concurrently submitted elsewhere. Persons who do not fulfill the requirements to be listed as authors but who nevertheless contributed to the manuscript (such as those who provided writing assistance, for example) should be disclosed. List of manuscripts that have been published, submitted, or are in press that are similar to the submission to the JCMA (and include in your submission copies of those similar manuscripts so that JCMA Editors can be assured there is no overlap). Your signature and those of ALL your coauthors. Optional: if you have a list of reviewers who you wish to review or not to review your manuscript, you may include this list in the cover letter.  

2. Authorship & Conflicts of Interest Statement. Each author's contribution to the manuscript should be listed. Any and all potential and actual conflicts of interest should also be listed (see Section Disclosure of Conflicts of Interest for more information). Please use the JCMA Authorship & Conflicts of Interest Statement form that follows these author instructions and that is also provided on the Journal’s website at http://www.jcma-online.com. Your signature and those of ALL your coauthors must be included. 

3. Copyright Transfer Agreement. In the event that your manuscript is accepted for publication in the JCMA, you are required to transfer all copyright ownership in and relating to the work to the Chinese Medical Association and Elsevier. Please use the JCMA Copyright Transfer Agreement form that follows these author instructions and that is also provided on the Journal’s website at http://www.jcma-online.com. Your signature and those of ALL your coauthors must be included. 

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 Ethical Approval of Studies and Informed Consent for more information. 

5. Consolidated Standards of Reporting Trials (CONSORT) flow chart for randomized controlled trials submitted for publication. See Section Reporting Clinical Trials 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 Identification of Patients in Descriptions, Photographs and Pedigrees for more information. 

7. Copyright Permission. If you have reproduced or adapted material from other copyrighted sources, the letter(s) of permission from the copyright holder(s) to reproduce or adapt the copyrighted sources must be supplied. Otherwise, such material must be removed from your manuscript. 

Basic Criteria 
Articles should be written in English, using American English spelling, and meet the following basic criteria: the material is original, the information is important, the writing is clear and concise, the study methods are appropriate, the data are valid, and the conclusions are reasonable and supported by the data. 

PREPARATION 

Manuscript Preparation 
Text should be typed double-spaced on one side of white A4 (297 x 210 mm) paper, with outer margins of 2.5 cm. A manuscript should include a title page, abstract, text, references, 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, Declaration of any potential financial and non-financial conflicts of interest. **IMPORTANT:** Please do NOT include any author names and affiliations or corresponding author information on the title page (this information should be listed in your cover letter instead) because the *JCMA* follows a double-blind peer review process.

**Abstract and Keywords**

An abstract and 3-5 relevant keywords (in alphabetical order) are required for the following article categories: Review Articles, Original Articles, Case Reports and Brief Communications.

Abstracts for Original Articles should be structured into the sections listed below and be no more than 300 words long.

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

**Methods:** briefly introduce the methods used to perform the study; include information on the study design, setting, subjects, interventions, outcome measures and analyses as appropriate.

**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 Case Reports should be unstructured (in one single paragraph with no section headings), no more than 200 words long, and include the significance and purpose of the case presentation, the diagnostic methods of the case, the key data, and brief comments and suggestions with regard to the case.

Abstracts for Review Articles (not more than 300 words) and Brief Communications (not more than 200 words) should also be unstructured (in one single paragraph with no section headings).

Keywords should be taken from the Medical Subject Headings (MeSH) list of Index Medicus (http://www.nlm.nih.gov/mesh/meshhome.html).

No abstract or keywords are required for Editorials and Letters to the Editor.

**Main Text**

No author information such as names, affiliations and contact information should appear in the main text. The text for Original Articles and Brief Communications should be organized into the following sections: Introduction, Methods, Results, Discussion, 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 Report, Discussion, 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 (even if it was previously defined in the abstract). 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. Ensure that an abbreviation so defined does actually appear later in the text (excluding in figures/tables), otherwise, it should be deleted.

**Numbers**

Numbers that begin a sentence or those that are less than 10 should be spelled out using letters. Centuries and decades should be spelled out, e.g., the Eighties or nineteenth century. Laboratory parameters, time, temperature, length, area, mass, and volume should be expressed using digits.

**Units**
Système International (SI) units must be used, with the exception of blood pressure values which are to be reported in mmHg. Please use the metric system for the expression of length, area, mass, and volume. Temperatures are to be given in degrees Celsius.

**Names of drugs, devices and other products**
Use the Recommended International Nonproprietary Name (rINN) for medicinal substances, unless the specific trade name of a drug is directly relevant to the discussion. Generic drug names should appear in lowercase letters in the text. If a specific proprietary drug needs to be identified, the brand name may appear only once in the manuscript in parentheses following the generic name the first time the drug is mentioned in the text. For devices and other products, the specific brand or trade name, the manufacturer and their location (city, state, country) should be provided the first time the device or product is mentioned in the text, for example, "...IBM SPSS Statistics 21.0 was used (IBM Corp., Armonk, NY, USA)". Thereafter, the generic term (if appropriate) should be used.

**Gene nomenclature**
Current standard international nomenclature for genes should be adhered to. For human genes, use genetic notation and symbols approved by the HUGO Gene Nomenclature Committee (http://www.genenames.org). You may also refer to the resources available on PubMed at http://www.ncbi.nlm.nih.gov/guide/genes-expression. The Human Genome Variation Society has a useful site that provides guidance in naming mutations at http://www.hgvs.org/mutnomen/index.html. In your manuscript, genes should be typed in italic font and include the accession number.

**Statistical requirements**
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.

**Personal communications and unpublished data**
These sources cannot be included in the references list but may be described in the text. The author(s) must give the full name and highest academic degree of the person, the date of the communication, and indicate whether it was in oral or written (letter, fax, e-mail) form. A signed statement of permission should be included from each person identified as a source of information in a personal communication or as a source for unpublished data.

**The Editorial and Peer Review Process**
As a general rule, the receipt of a manuscript will be acknowledged within 1 week of submission, and authors will be provided with a manuscript reference number for future correspondence. If such an acknowledgment is not received in a reasonable period of time, the author should contact the Editorial Office.

Manuscripts are reviewed by the Editorial Office to ensure that the submission contains all parts. The submission will not be accepted if the author has not supplied all parts of the manuscript as outlined in this document.

Manuscripts are then forwarded to the Editor-in-Chief, who makes an initial assessment of it. If the manuscript does not appear to be of sufficient merit or is not appropriate for the Journal, then the manuscript will be rejected without review.

Manuscripts that appear meritorious and appropriate for the Journal are reviewed by at least two Editorial Board members or expert consultants assigned by the Editor-in-Chief. The JCMA follows a double-blind peer review process. Authors may submit a list in their cover letter of reviewers who they wish to review or not to review their manuscript. However, the actual peer reviewers invited will remain anonymous and may or may not be the reviewers suggested by the authors as the selection of reviewers is at the sole discretion of JCMA Editors. The editors and reviewers will not disclose any information about a manuscript or its review to anyone except the manuscript's corresponding author.
The corresponding author will usually be notified within 6 weeks of whether the submitted article is accepted for publication, rejected, or subject to revision before acceptance (however, do note that delays are sometimes unavoidable). If revisions are required, authors are asked to return a revised manuscript to the Editorial Office within 60 days (via the same method by which the manuscript was originally submitted). Please notify the Editorial Office in advance if additional time is needed or if you choose not to submit a revised manuscript.

**Peer review**
This journal operates a double blind review process. All contributions are typically sent to a minimum of two independent expert reviewers to assess the scientific quality of the paper. The Editor is responsible for the final decision regarding acceptance or rejection of articles. The Editor's decision is final. [More information on types of peer review.](#)

**Acknowledgements**
General acknowledgments for consultations and statistical analyses should be listed concisely, including the names of the individuals who were directly involved. Consent should be obtained from those individuals before their names are listed in this section. Those acknowledged should not include secretarial, clerical or technical staff whose participation was limited to the performance of their normal duties. 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.

**Formatting of funding sources**
List funding sources in this standard way to facilitate compliance to funder's requirements:

Funding: This work was supported by the National Institutes of Health [grant numbers xxxx, yyyyy]; the Bill & Melinda Gates Foundation, Seattle, WA [grant number zzzz]; and the United States Institutes of Peace [grant number aaaa].

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.

If no funding has been provided for the research, please include the following sentence:

This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.

**Artwork**
General guidelines 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 Tables.

Unless you have written permission from the patient (or, where applicable, the next of kin), the personal details (such as their name and date of birth) of the patient must be removed. If their face is shown, use a black bar to cover their eyes so that they cannot be identified (for further information, see [http://www.elsevier.com/patientphotographs](http://www.elsevier.com/patientphotographs)).

All lettering should be done professionally and should be in proportion to the drawing, graph or photograph. Photomicrographs must include an internal scale marker, and the legend should state the type of specimen, original magnification and stain.

Figures must be submitted as separate picture files, at the correct resolution (see Section Formats) and named according to the figure number and format, e.g., "Fig1.tif", "Fig2.jpg".

**Formats**
Regardless of the application used, when your electronic artwork is finalized, please "save as" or convert the images to one of the following formats (note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):
EPS: Vector drawings. Embed the font or save the text as “graphics”. TIFF: Color or grayscale photographs (halftones) — always use a minimum of 300 dpi. TIFF: Bitmapped line drawings — use a minimum of 1000 dpi. TIFF: Combination of bitmapped line/half-tone (color or grayscale) — a minimum of 600 dpi.

DOC, XLS or PPT: If your electronic artwork is created in any of these Microsoft Office applications, please supply “as is”.

Please do not:
Supply files that do not meet the resolution requirements detailed above;Supply files that are optimized for screen use (such as GIF, BMP, PICT, WPG) as the resolution is too low;Submit graphics that are disproportionately large for the content.

A detailed guide on electronic artwork is available at [http://www.elsevier.com/artworkinstructions](http://www.elsevier.com/artworkinstructions). Please note that the cost of color illustrations will be charged to the author (see Section Publication Charges and Reprints for more information).

**Tables**

Tables should supplement, not duplicate, the text. They should have a concise table heading, be self-explanatory, and numbered consecutively in the order of their citation in the text. Items requiring explanatory footnotes should be denoted using superscripted lowercase letters (a, b, c, etc.), with the footnotes arranged under the table in alphabetical order. Asterisks (*, **) are used only to indicate the probability level of tests of significance. Abbreviations used in the table must be defined and placed after the footnotes in alphabetical order. If you include a block of data or table from another source, whether published or unpublished, you must acknowledge the original source.

**References**

Authors are responsible for the accuracy and completeness of their references and for correct in-text citation.

In the main text, tables, figure legends

References should be indicated by superscripted numbers according to order of appearance in the text, and placed after punctuation. [The actual authors can be referred to, but the reference number(s) must always be given.] References cited in tables or figure legends should be included in sequence at the point where the table or figure is first mentioned in the main text. Do not cite abstracts unless they are the only available reference to an important concept. Do not cite uncompleted work or work that has not yet been accepted for publication (i.e., “unpublished observation”, “personal communication”) as references. Also see Section Personal communications and unpublished data.

In the references list

References should be limited to those cited in the text and listed in numerical order, NOT alphabetical order. References should include, in order, authors’ surnames and initials, article title, abbreviated journal name, year, volume and inclusive page numbers. The surnames and initials of all the authors up to 6 should be included, but when authors number 7 or more, list the first 6 authors only followed by “et al”. Abbreviations for journal names should conform to those used in MEDLINE. If citing a website, provide the author information, article title, website address and the date you accessed the information. Reference to an article that is in press must state the journal name and, if possible, the year and volume. Examples of the most common reference types are provided below. (Please pay particular attention to the formatting, word capitalization, spacing and style.)

**Standard journal articles**


**Journal supplement**

Journal article not in English but with English abstract
Hofele C, Schwager-Schmitt M, Volkmann M. Prognostic value of antibodies against p53 in patients with oral squamous cell carcinoma-five years survival rate. Laryngorhinootologie 2002;81:342-5. [In German, English abstract]

Book with edition

Book with editors

Book chapter in book with editor and edition

Book series with editors

Bulletin

Electronic publications


Item presented at a meeting but not yet published

Item presented at a meeting and published

Theses

Website

Company/manufacturer publication/pamphlet

Data references
This journal encourages you to cite underlying or relevant datasets in your manuscript by citing them in your text and including a data reference in your Reference List. Data references should include the following elements: author name(s), dataset title, data repository, version (where available), year, and global persistent identifier. Add [dataset] immediately before the reference so we can properly identify it as a data reference. The [dataset] identifier will not appear in your published article.

AFTER ACCEPTANCE
Once a manuscript has been accepted for publication, authors should submit the final version of their manuscript in MS Word format, with all tables/figures as applicable, via the same method by which the manuscript was originally submitted, i.e., via EES or e-mail (jcma@vghtpe.gov.tw) or by post to the Editorial Office (save on CD-R and post, together with 1 paper copy of the manuscript that matches the disk file exactly). It is a basic requirement that the manuscript be prepared using good English. The Editorial Office reserves the right to edit poor English as suggested by the reviewer(s) and/or Editorial Board before the final version is decided.

Accepted manuscripts are then presented to the Publisher to be copyedited according to the Journal's style and the galley proofs in the form of a PDF file are sent by the Publisher to the corresponding author for final approval. Authors are responsible for all statements made in their work, including changes made by the copy editor.

Proofreading is solely the authors' responsibility. Note that the Editorial Board reserves the right to make revisions to the manuscript and the Publisher may proceed with the publication of your article if no response from the author(s) is received.

Proofs
One set of page proofs (as PDF files) will be sent by e-mail to the corresponding author (if we do not have an e-mail address then paper proofs will be sent by post) or, a link will be provided in the e-mail so that authors can download the files themselves. Elsevier now provides authors with PDF proofs which can be annotated; for this you will need to download the free Adobe Reader, version 9 (or higher). Instructions on how to annotate PDF files will accompany the proofs (also given online). The exact system requirements are given at the Adobe site.

If you do not wish to use the PDF annotations function, you may list the corrections (including replies to the Query Form) and return them to Elsevier in an e-mail. Please list your corrections quoting line number. If, for any reason, this is not possible, then mark the corrections and any other comments (including replies to the Query Form) on a printout of your proof and scan the pages and return via e-mail. Please use this proof only for checking the typesetting, editing, completeness and correctness of the text, tables and figures. Significant changes to the article as accepted for publication will only be considered at this stage with permission from the Editor. We will do everything possible to get your article published quickly and accurately. It is important to ensure that all corrections are sent back to us in one communication: please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility.

Note that the Editorial Board reserves the right to make revisions to the manuscript and the Publisher may proceed with the publication of your article if no response from the author(s) is received after a reasonable proofreading time.

Publication Charges and Reprints
Please note that charges are associated with the submission of Case Reports as follows:
Authors will be charged US$67 (NT$2000) for the peer-review of their case reports (case reports that are rejected prior to peer review are not subject to any charges);In the event that the case report is accepted for publication, authors will be charged US$100 (NT$3000) for the language editing and formatting of their manuscript;Case reports will not proceed to the next stage in the editorial process until payment is received.

The Journal will bear the cost of publication for articles of 6 printed pages or less for Original Articles, and 4 printed pages or less for Case Reports and Brief Communications. Authors will be charged US $67 (NT$2000) per extra page. Authors will also be charged a flat fee of US$300 (NT$9000) per article if it contains any figures and/or tables in color.
Authors receive 10 offprints of their articles free of charge, which are sent by the Editorial Office to the corresponding author. Professional reprints (which include a cover page) of your article may be ordered at prices based on the cost of production. Reprint order request please go to External link http://webshop.elsevier.com/myarticleservices/offprints/

FORMS
Checklist Copyright Transfer Agreement Authorship & Conflicts of Interest Statement Updated on Mar 2016

AUTHOR INQUIRIES
Visit the Elsevier Support Center to find the answers you need. Here you will find everything from Frequently Asked Questions to ways to get in touch. You can also check the status of your submitted article or find out when your accepted article will be published.

© Copyright 2014 Elsevier | http://www.elsevier.com