

## Guidelines for Authors and Contributors

The International AIDS Society–USA publishes *Topics in HIV Medicine* as a resource for physicians and other health care practitioners who are actively involved in HIV and AIDS care. The journal is indexed in *Index Medicus*/MEDLINE and is distributed to approximately 13,000 national and international subscribers.

The following guidelines describe the types of articles and contributions published in the journal, outline its policies, and provide instructions for authors. For further information, contact *Topics in HIV Medicine* at topics2007“at”iasusa.org.

### Categories of Articles

**Perspectives.** *Perspectives* articles are summaries of selected talks given at International AIDS Society–USA continuing medical education courses. An International AIDS Society–USA medical writer prepares a summary manuscript from a transcript of the talk. The manuscript is reviewed and edited by the specific course presenter and the journal’s appointed peer reviewers.

**Reviews.** *Topics in HIV Medicine* welcomes original review articles on current issues in HIV and AIDS for consideration. *Topics in HIV Medicine* does not publish original research. Manuscripts should be 3000 to 6000 words (excluding references, tables, and figures) and should include numbered references and a brief introductory abstract of approximately 100 to 200 words. Original, adapted, or reprinted figures and tables may be included and should be cited in the text and accompanied by a brief title. Adapted and reprinted work requires proof of permission obtained from the original publishers and authors. Authors interested in submitting unsolicited manuscripts are encouraged to submit an outline or abstract of the proposed manuscript first; please contact the editor for further information.

**Editorials.** *Topics in HIV Medicine* and its editors invite submission of editorials. Editorials should be approximately 500 to 1500 words (excluding references) and should include numbered references.

**Special Contributions.** A special contribution article often represents the unique

contribution (such as a consensus statement) of an author or group of authors and is invited by the editors.

**Stories.** Stories for the *Telling Stories* column share the experiences of those involved in HIV and AIDS care. Stories may be approximately 800 to 3500 words; unsolicited submissions are welcome.

**Commentaries.** Discussion on a current issue in HIV medicine is welcome as a *Commentary*. Commentaries should be 500 to 1500 words and include numbered references as appropriate. Commentaries may be invited by the editors; unsolicited submissions are also welcome for consideration.

**Letters to the Editor.** Letters to the editor are welcome and should be sent to the address listed below.

**Special Issues.** *Topics in HIV Medicine* publishes 1 or 2 issues each year with a special focus, such as reports from recent scientific meetings and summaries of special International AIDS Society–USA continuing medical education courses.

**Reprints.** Reprints of papers by expert panels convened by the International AIDS Society–USA are periodically included in *Topics in HIV Medicine*.

### Submission of Manuscripts

Manuscripts should be submitted via e-mail or PC-compatible floppy disk with a double-spaced hard copy to the address below. Each manuscript author should complete an Authorship Form, which is available online at <http://www.iasusa.org/pub> or may be obtained by contacting the editor at the address below. Outlines or abstracts of proposed manuscripts are welcome and may be sent via mail or e-mail.

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Receipt of submitted manuscripts will be acknowledged by editorial staff, and submissions will be reviewed by peer reviewers. Acceptance for publication is based on the quality and relevance of the work.

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### Authorship Requirements

*Topics in HIV Medicine* uses the definition of authorship formulated by the International Committee of Medical Journal Editors and published in its *Uniform Requirements for Manuscripts Submitted to Biomedical Journals*.<sup>1</sup> This definition states: “Authorship credit should be based only on (1) substantial contributions to conception and design, or acquisition of data, or analysis and interpretation of data; (2) drafting the article or revising it critically for important intellectual content; and (3) final approval of the version to be published. Conditions 1, 2, and 3 must all be met. Acquisition of funding, the collection of data, or general supervision of the research group, by themselves, do not justify authorship.”

### Financial Disclosure

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1. International Committee of Medical Journal Editors. Uniform requirements for manuscripts submitted to biomedical journals. Updated October 2001. Available at <http://www.icmje.org>. Accessed June 24, 2003.