



# THE PERUVIAN JOURNAL OF GYNECOLOGY AND OBSTETRICS

## INFORMATION FOR AUTHORS (2019 UPDATE)

### CONTENT:

#### EDITORIAL POLICY

- Submission of articles
- Statement of ethics and malpractice in publication
  1. Publication and authorship
  2. Author's responsibilities
    - a. Conflict of interest
    - b. Protection of individual information
    - c. Experimentation in humans and animals
  3. Peer review and responsibility of the reviewers
  4. Editorial responsibility
  5. Publication ethics statement
- Ethical aspects in the editorial process
- Experimentation in humans and animals

#### GUIDELINES FOR THE DEVELOPMENT AND PRESENTATION OF STUDIES

- Authors and contributors of articles
- Acknowledgements
- Declaration of copyright transfer
- Permission for publication or dissemination of the journal's contents
- Checklist of items to be sent
- Proof print
- Disclaimer

#### REQUIREMENTS FOR THE SUBMISSION OF ARTICLES

- I. Original articles
  1. Author will list on the first page of the original article:
  2. Abstract and keywords
  3. Introduction
  4. Methods
  5. Results
  6. Discussion
  7. Acknowledgements
  8. References
- II. Systematic reviews
- III. Short communications and case reports
- IV. Symposia
- V. Controversies, Recent investigation in gynecology and obstetrics, Adverse events in gynecology and obstetrics, Special articles
- VI. Letter to the Editor

The Revista Peruana de Ginecología y Obstetricia (The Peruvian Journal of Gynecology and Obstetrics) is the official publication of the Peruvian Society of Obstetrics and Gynecology. Its aim is to disseminate knowledge of the specialty of OB/GYN and human reproduction among partners, professional employees in the area of sexual and reproductive health and related specialties.

The Revista Peruana de Ginecología y Obstetricia (RPGO) was founded in 1955 and since then publishes the results of original research in the field of OB/GYN and subspecialties such as: maternal-fetal medicine, reproductive endocrinology and infertility, gynecologic oncology, urogynecology, laparoscopic surgery, family planning, obstetrics, pediatric and adolescent gynecology, menopausal and geriatric gynecology. In addition, issues related to gender and violence, teaching and research, and public health are published. Unpublished items of interest for the Revista Peruana de Ginecología y Obstetricia may pertain to basic sciences, controlled clinical trials on therapeutic agents, effectiveness of diagnostic tests, epidemiological aspects, public health, and continuing medical education related to the field of the OB/GYN. The RPGO has an editorial committee designated by the Peruvian Society of Gynecology and Obstetrics, chaired by the journal's Director; additionally, the mission, vision, objectives and functions of the editorial board are established in its internal regulations.

The Peruvian Journal of Gynecology and Obstetrics is published quarterly in four issues that comprise one volume per year. Our journal is peer-reviewed and indexed in the following databases: LIPECS, LATINDEX, IMBIOMED, REDALYC, DOAJ, HINARI, REDIB, SciELO and DIALNET. These databases periodically provide statistical information about the reading and impact of the articles published in the RPGO. Also, the RPGO is entirely financed by the Peruvian Society of Gynecology and Obstetrics, implying no cost for the authors who wish to publish nor charge for the processing of articles. Its print version is distributed among its associated members and academic institutions, with a print run of 1000 copies per issue, with free access to full text of the digital version through the Open Journal



Systems platform: <http://www.spog.org.pe/web/revista/index.php/RPGO/index>.

Articles published in The Peruvian Journal of Gynecology and Obstetrics are distributed into the following sections: Editorial, original articles, short communications, clinical cases, systematic reviews, symposia, controversies in obstetrics and gynecology, recent research in obstetrics and gynecology, adverse events in gynecology and obstetrics, opinion articles, special articles, historical articles, biographical sketch and letters to the Editor. It is not required to be a member of the Peruvian Society of Obstetrics and Gynecology, or to be a specialist in GYN/OB to submit articles. However, the main author must be a registered physician. The Revista Peruana de Ginecología y Obstetricia is published according to the Uniform Requirements for Manuscripts Submitted to Biomedical Journals, last version updated in December 2018: [http://www.icmje.org/news-and-editorials/icmje-recommendations\\_annotated\\_dec18.pdf](http://www.icmje.org/news-and-editorials/icmje-recommendations_annotated_dec18.pdf)

## EDITORIAL POLICY

### SUBMISSION OF ARTICLES TO THE RPGO

Articles submitted to the RPGO must be unpublished. This means that neither the entire article nor parts of it have been published, nor are in the process of being published in another journal or any other form of scientific communication. The article cannot be simultaneously submitted for publication in another journal.

Articles submitted to the RPGO can be written in Spanish, English or Portuguese, according to the origin and preference of the authors. The Editorial Board may suggest authors who originally present their article in Spanish or Portuguese to translate it personally into English. This translation will be provided by the author.

The submission of papers will be exclusively in electronic format, to the following electronic addresses: [jpachecoperu@yahoo.com](mailto:jpachecoperu@yahoo.com) [spogperu@gmail.com](mailto:spogperu@gmail.com).

The following three files must be attached:

1. The article prepared and written following the requirements of the RPGO:  
<http://www.spog.org.pe/web/revista/index.php/RPGO/about/submissions#authorGuidelines>

2. Statement of authorship and permission for publication of the scientific article with the respective signature of all authors recording their institutional affiliation, profession and highest academic degree, e-mail, telephone and the specific contribution to the development of the article. The electronic format for this affidavit is available at: [http://www.spog.org.pe/web/images/spog/PDFs/4\\_DECLARACION\\_.PDF](http://www.spog.org.pe/web/images/spog/PDFs/4_DECLARACION_.PDF).

3. Checklist, available at:  
[http://www.spog.org.pe/web/images/spog/PDFs/05\\_LISTA\\_VERIFICA.PDF](http://www.spog.org.pe/web/images/spog/PDFs/05_LISTA_VERIFICA.PDF).

The RPGO policies, including those related to conflict of interest, ethical aspects and misrepresentation of data and documents, apply to all submitted articles. The documentation is required to start the publishing process; otherwise, the article will be returned to the author.

If the article was previously submitted to another journal, the authors must provide a detailed copy of the comments of the peer-review.

Initially, the submitted articles are evaluated by the Editorial Committee of the RPGO.

Some articles will be rejected immediately if they do not meet the stipulated requirements; all articles are subject to review by peers.

### STATEMENT OF ETHICS AND PUBLICATION MALPRACTICE

The Revista Peruana de Ginecología y Obstetricia follows the standards described in the ethical behavior and publication malpractice statement, published in the Best Practice Guidelines by the Committee on Publication Ethics COPE (<http://publicationethics.org/resources/guidelines>).

Academic ethics are a fundamental axis in research and publication, and form the basis for the reputation of scientists and physicians. In order to promote academic integrity and the publication of high quality scientific papers, the RPGO issues the following Ethics and Publication Malpractice Statement. This addresses the ethical behavior of all parts related to publishing at the journal of the Peruvian Society of Obstetrics and Gynecology (Sociedad Peruana de Obstetricia y Ginecología - SPOG), including the author, the reviewer and the



editor of the RPGO. The RPGO will be careful that commercial needs do not compromise intellectual and ethical standards, and will be always willing to publish corrections, clarifications, retractions and apologies when necessary.

## 1. PUBLICATION AND AUTHORSHIP

Authorship must be based solely on: a) substantial contributions to the conception or design of the study; or the acquisition, analysis or interpretation of the information; b) the drafting of the paper or the critical review of its intellectual content; c) the approval of the final version to be published; and d) the agreement to be responsible for the article on every aspect, ensuring that all matters related to the accuracy or integrity of any part of the work have been adequately investigated and solved: (<http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>).

An author must be capable of identifying the co-authors to be responsible for specific parts of the article and must trust each of their contributions.

The corresponding author is the person who assumes the responsibility of pertinently communicating with the RPGO, during the presentation of the manuscript, the peer-review and the publication process. Those who contribute to less than 4 of the criteria mentioned above must not be listed as authors, but must be mentioned in the acknowledgments.

## 2. AUTHOR'S RESPONSIBILITIES

All authors significantly contribute to research and must send a statement that all data presented in the article are real and authentic.

Authors are required to participate in the peer-review process and must provide retractions and correct mistakes.

Before presenting articles to the journal, we encourage authors to review the suggestions by the Committee on Publication Ethics, compiled in the Code of Conduct and Best Practice Guidelines for Journal Editors (<http://publicationethics.org/resources/guidelines>). These recommendations are endorsed by the Editorial Board of the RPGO. In accordance with these guidelines, the RPGO considers the following as ethical misconduct: plagia-

rism, fictitious authorship, changes in authorship, redundant publication, data manipulation, and non-revealed conflict of interest.

Authors are forbidden to publish the same research in more than one journal

### A. CONFLICT OF INTEREST

Objectivity and transparency are essential in scientific research and the review process. Researchers and authors, as well as editors and reviewers, must always declare conflicts of interest when publishing a document.

The most evident conflicts of interest are financial relations, such as:

- Direct relations: employment, shareholding, subventions, patents
- Indirect relations: remunerations, consulting services to sponsoring organizations, mutual investment funds, indemnities for expert opinion

Readers must be informed about who have financed the research and the role of the investigation's funders. Conflicts may also arise as result of personal relationships, academic competition and intellectual appetence. The best course of action is always that of total transparency and, when in doubt, to reveal the problem. Enumerating the funding sources does not imply a conflict of interest.

### B PROTECTION OF INDIVIDUAL INFORMATION

The RPGO protects the confidentiality of individual information (e.g. that obtained by means of the doctor – patient relationship). The names of patients, initials, medical record numbers or general information that may allow identifying studied subjects must not be mentioned. Images of patients used in the publication of original articles of case reports must have a written authorization and informed consent. All recognizable traits of identifiable persons will be covered in the photographs. It is possible to publish without explicit consent if the report is important to public health.

Studies of patients, or studies of registries of patients or volunteers, require approval by the Committee of Institutional Ethics, as well as informed consent. If the study addresses topics in occupational or environmental medicine, besides ethical considerations



and protecting individual information, we also require the approval for dissemination by the company where the research was performed.

### C EXPERIMENTATION IN HUMANS AND ANIMALS

Articles describing experiments carried out in humans must indicate whether the performed procedures followed the ethical rules of the institutional or regional Ethics Committee and the Declaration of Helsinki: <http://www.wma.net/en/30publications/10policies/b3/>;

<https://www.wma.net/es/policies-post/declaracion-de-helsinki-de-la-amm-principios-eticos-para-las-investigaciones-medicas-en-seres-humanos/>.

In Peru, the rules to follow for experimentation on humans are established in the Clinical Trials Regulation. The National Institute of Health of Peru is the authority responsible at the national level for ensuring compliance with that regulation and the related rules governing the authorization, implementation and registration of clinical trials in the Peruvian Registry of Clinical Trials: <http://www.en-sayosclinicos-repec.ins.gob.pe/>. In our country, the authors of clinical trials in humans require approval by the National Institute of Health before starting the experiment. At the request of the RPGO, the author must deliver copies of documentation evidencing authorization.

For animal experimentation, the authors will take into consideration international standards, in particular those recommended by the Office of Animal Care and Use of the National Institutes of Health (<http://oacu.od.nih.gov/index.htm>), as well as the guidelines of the institution or national law governing the care and use of laboratory animals. The animals used must be named in the title, abstract, keywords and materials and methods. Such experimentation should be thoroughly detailed in the materials and methods section. Experimental research on animals performed in Peru must have the approval of the Committee of Ethics and Animal Welfare at the Faculty of Veterinary Medicine of the Universidad Nacional Mayor de San Marcos (<http://veterinaria.unmsm.edu.pe/>).

### 3. PEER REVIEW AND RESPONSIBILITIES OF THE REVIEWERS

Review by peers or arbitration is a method used to ensure the quality, originality, feasibility and scientific

rigor of a research paper. Peer review is a process that is mandatory for all types of articles which are presented to the RPGO, except for editorials, special articles, symposia proceedings, articles addressing controversies and letters to the Editor, which are evaluated by the Editorial Committee. Papers submitted to the RPGO are evaluated by reviewers with experience and knowledge in the subject referred to in the article they assess. The aim of the peer review process is that the paper's concepts are clearly presented and achieve a high quality in order to be published. Generally, reviewers are external to the Peruvian Society of Gynecology and Obstetrics and the RPGO.

The requirements to be a reviewer in the RPGO are: knowledge of the topic, impartiality, academic rigor, research experience, innovation, responsibility and ethical conduct. The reviewer's opinions will be objective, without any conflicts of interest concerning the research, authors or research funders. Should the contrary happen, they will not accept to undertake the peer review process. Reviewers will work with confidentiality. They must highlight relevant published papers that have not been cited in the reviewed article.

Reviewers selected for the RPGO are not remunerated, but they are mentioned in the printed volume where they contributed. When required by the article, there are reviewers with expertise in the field of biostatistics and epidemiology. The authors of articles should not suggest reviewers, since this constitutes a conflict of interest.

Papers submitted to the RPGO will be initially evaluated by the Editorial Committee to ensure they follow the established requirements. Afterwards, they will be subject to peer review. For this, the Editorial Committee will invite 2 or more reviewers per article who will anonymously qualify the article in a period of 15 days through an evaluation form provided by the journal. The content of these evaluation forms is available in the following URL as information for authors and readers: <http://www.spog.org.pe/web/index.php/informacion-para-los-autores>. The review process is double blind. Referees or reviewers issue suggestions and recommendations on how to improve the article. The Editorial Committee and the reviewers for methodology may require that the authors send the database described in the methods and employed to obtain the results presented in the article.



The evaluation of referees considers the article:

- Suitable for publication without changes
- Suitable for publication with minor changes
- Suitable for publication with major changes
- Not suitable for publication.

The received suggestions and recommendations are sent to the author, who is given 15 days to submit the modified article. No article will be definitively accepted until all of the corrections have been clarified and modified. In this first stage, if the author doesn't send the modified paper within the given timeframe, he or she will be notified for immediate submission; after the deadline, the article will be considered for the next issue of the RPGO.

To ease the task of the Editorial Committee, when the authors send a manuscript previously evaluated, they must enclose a letter enumerating the new modifications (section, page, line) and, when necessary, diverging points of view. Depending on the case, the RPGO can resubmit the corrected article to a reviewer before considering its publication. Should there exist any controversy or tie in the evaluation by external reviewers or by the members of the Editorial Committee, the journal's Director is responsible for the final decision regarding the paper's publication. If the corrections were not sent within a period of up to six months, the article will be rejected for publication, and the manuscript's file will be eliminated.

The RPGO reserves the right to make changes or amendments to the article for the sake of a better understanding. These changes will not modify the article's content. The corresponding author will approve the pdf file before final publication. Reviewers may suggest for the original article to be published as a short communication or as a letter to the editor.

The average time of the editorial process from reception of the item to the final decision of the Editorial Committee to publish it, including the peer review process and corrections, varies between 2 and 4 months. The author may request information on the progress of the review of the article as well as the stage of the publishing process in which the article is.

In order to promote open access, the dissemination of scientific research, and the contribution of readers, the Editorial Committee will consider publishing articles in electronic format before the respective peer review (Preprint). Also, the Editorial Committee will consider publishing in electronic format items that have been peer-reviewed and are suitable for publication prior to the quarterly deadlines of regular publication of the RPGO (advance publication).

#### 4. EDITORIAL RESPONSIBILITY

According to the recommendations issued by the Committee on Publication Ethics - COPE ([http://publicationethics.org/files/Code%20of%20Conduct\\_2.pdf](http://publicationethics.org/files/Code%20of%20Conduct_2.pdf)), the RPGO has the commitment to satisfy the needs of both readers and authors, to constantly improve the journal, to ensure the quality of the published content, to defend freedom of expression, to maintain the integrity of academic records, to prevent commercial needs from compromising intellectual standards and, as expressed at the beginning, to be always willing to publish corrections, clarifications, retractions and apologies when necessary.

#### 5. STATEMENT ON PUBLICATION ETHICS

The editor's decision to accept or refuse to publish an article will be based solely on the importance, originality and clarity of the paper, as well as on the relevance of the study. The RPGO is committed to act free of discrimination based on authors' gender, sexual orientation, religious or political beliefs, ethnic or geographic origin.

We adopt and follow reasonable proceedings to handle complaints of conflict or of ethical nature, according to societal policies and methods, as the case may require. We will give the authors the pertinent opportunity to answer to the claim. The Sociedad Peruana de Obstetricia y Ginecología guarantees that the RPGO subscribes to the aforementioned principles.

The editor will not revoke his decisions to accept the presentation of articles unless serious problems in said presentation are identified. The new editors must not override the decisions to publish presentations made by the previous editor, unless grave issues are found.



Misconduct and ethical misbehavior can be identified and mentioned to the editor and the Sociedad Peruana de Obstetricia y Ginecología at any time, by any person, as long as enough information and evidence are provided in order to begin an investigation.

Intentional distortion or negligence in the research / publication process that may lead to the fabrication of data, text, hypotheses or methods in the manuscript, or the publication of another researcher's work, or the distortion of the research process in other ways, all represent scientific misbehavior. The RPGO will not accept plagiarism or fraudulent information.

In case any misconduct in publication ethics were detected, the RPGO will reject the article and will follow the steps recommended by the Committee on Publication Ethics, which include to inform the author's misconduct to the other authors, to the institution he/she belongs to, to his superiors, to the research funders, to his institution's ethics committee, and to other scientific journals. Besides, in the case of Peruvian researchers, ethical misconduct will be informed to Concytec for the corresponding sanctions, according to their faculties stated by the law: <https://tinyurl.com/yd3x85hj>. The RPGO will use computer software to detect misconduct in publication ethics.

## GUIDELINES FOR DEVELOPMENT AND PRESENTATION OF RESEARCH

We recommend authors submitting articles to the RPGO to follow the internationally established standards for design, development and presentation of different types of studies:

- Randomized controlled trial: CONSORT (<http://www.consort-statement.org/>)
- Systematic review and meta-analysis: PRISMA (<http://www.prisma-statement.org/>)
- Systematic review and meta-analysis of observational studies: MOOSE (<http://www.consort-statement.org/resources/downloads/other-instruments>)
- Diagnostic tests: STARD (<http://www.stard-statement.org>)
- Observational studies: STROBE ([www.strobe-statement.org](http://www.strobe-statement.org))

- Health Economics and economic evaluations: CHEERS list [https://www.ispor.org/TaskForces/documents/Cheers-paper\\_Spanish.pdf](https://www.ispor.org/TaskForces/documents/Cheers-paper_Spanish.pdf)

## AUTHORS AND CONTRIBUTORS OF ARTICLES SUBMITTED TO THE RPGO

The authors of papers presented to the RPGO must submit the affidavit of authorship. This requirement applies to all types of articles including editorials and letters to the Editor. Ethical considerations about authorship and collaboration must follow the uniform requirements for manuscripts submitted to biomedical journals of the International Committee of Medical Journals Editors (<http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>). It is essential that each author of an article provides their ORCID (Open Researcher and Contributor ID) code in order to distinguish his academic and research activities: <https://orcid.org/>.

## ACKNOWLEDGMENTS

Collaborators of the study, i.e., people who made significant contributions to the article, including participants in clinical trials, are recognized in the Acknowledgments section. It must be specifically listed who and what kind of collaboration to the research the acknowledgement is given for. The collaborators named in this section must endorse written authorization for the publication of their names.

Examples to include in Acknowledgements: people who collaborated giving only technical support, collaboration in the drafting of the manuscript, heads of departments whose participation was of a general nature

## DECLARATION OF COPYRIGHT TRANSFER

At the time of sending the sworn statement of authorship and permission for publication of the article, authors submitting papers to the RPGO give up their patrimonial rights to the Sociedad Peruana de Obstetricia y Ginecología for releasing the article in the available conditions, procedures and means. The authors will not receive royalties or compensation on the part of the Sociedad Peruana de Obstetricia y Ginecología for the publication of the article in the RPGO. Accordingly, the intellectual property of the articles published in the RPGO belongs exclusively to the authors



#### PERMISSIONS FOR THE PUBLICATION OR DISSEMINATION OF THE CONTENTS OF THE RPGO

Under the aegis of the regulations, all rights are reserved by the Sociedad Peruana de Obstetricia y Ginecología. The dissemination of the contents of the RPGO (text, tables, and figures) is authorized provided the source is cited.

You may go to the journal's address to ask for the reprinting of an issue of the RPGO.

The RPGO has legal deposit and is free to all members of the Sociedad Peruana de Obstetricia y Ginecología, general practitioners, universities and scientific and academic institutions. The RPGO is subject to exchange with other similar publications. The RPGO provides open access to its print and online contents, based on the principle that offering open access to research will contribute to a greater global exchange of knowledge. The RPGO is available full text in: <http://www.spog.org.pe/web/revista/index.php/RPGO/index>

#### CHECKLIST OF ARTICLES SUBMITTED TO THE RPGO

The checklist of items sent to the RPGO must be filled in its entirety by the author. Its aim is to verify that the article meets the requirements for publication. The author must send the checklist, the article and the sworn statement of authorship via email. In case an article does not apply to some of the items in the checklist, the checkbox will be left unmarked. If the checklist is not submitted, the publishing process cannot continue.

#### PROOF PRINT

This stage of the publishing process comes after the layout and editing of the article. A proof print of the article will be sent to the author in PDF format. The authors will carefully review this proof and mark possible errors. The corrected document must be returned within a period of 48 hours. Changes to the content of the article will not be accepted. The Editorial Committee reserves the right to admit or not the corrections made by the author in the proof prints. If authors do not submit observations to the proof print, the Editorial Committee will consider the final version accepted. The RPGO will award the respective DOI (digital object identifier) to each diagrammed article. Likewise, the diagrammed article will indicate the date of receipt of the paper, the date of acceptance for publication and the date of online publication.

#### DISCLAIMER

Claims, judgments and opinions expressed in the articles published in the RPGO belong to the authors and not necessarily reflect the views of the Editorial Committee of the RPGO. Both the Sociedad Peruana de Obstetricia y Ginecología and the Editorial Committee of the RPGO do not assume any responsibility for the presented material, nor guarantee or support any product that is advertised in the magazine, nor guarantee claims made by the manufacturer of that product or service.

#### REQUIREMENTS FOR THE SUBMISSION OF ARTICLES

The specifications for the submission of articles to the RPGO conform to the uniform requirements for manuscripts submitted to biomedical journals of the International Committee of Medical Journal Editors: <http://www.icmje.org/recommendations/>

Articles must be submitted in Spanish, English or Portuguese, as a Microsoft Word file, with a font size no less than 12, on A4 paper size, double-spaced, with 2.5 cm margins. Each component of the article will begin on a separate page and with consecutive numbering on the top right corner, in the following order: title page and title summary, summary and abstract, main text, acknowledgements, references, tables and figures with legends. Preferably, the research performed should not be older than five years.

Papers submitted to the RPGO must belong to one of the following categories:

**Original article:** Unpublished research paper on a subject related to the scientific, technical, humanistic or ethical field of gynecology, obstetrics or human reproduction.

**Systematic review:** Research that analyzes original studies previously published in the scientific literature; based on them, it aims to answer to research questions in the field of gynecology, obstetrics or human reproduction, through the systematic search of original articles and their selection based on explicit and detailed criteria. For further information, read: <https://tinyurl.com/ya4375ht>

**Short communication:** Brief writing on a given topic that the author presents to the journal for knowledge and discussion. It may be an original preliminary investigation or a paper that lacks the significance of an original work.



**Case report:** Obstetrics or Gynecology case report of diagnostic interest, rarity of observation or clear interest that warrants its publication.

**Controversies in obstetrics and gynecology:** Presentation of themes in obstetrics and gynecology in debate and controversy regarding diagnosis, management or therapy.

**Recent research in obstetrics and gynecology:** Summaries of abstracts of recent research published in institutional documents and in scientific journals in obstetrics and gynecology.

**Adverse events in gynecology and obstetrics:** Articles related to the occurrence of an unintentional damage or complication that produce a prolonged hospital stay, disability or death, consequence of the medical management, more than of the treated disease itself.

**Special articles:** Essays in obstetrics and gynecology that systematize information on some specific theme, but without the rigor of a Systematic review.

**Opinion article:** Writing characterized by exposition and argumentation of the thought of a recognized person on a subject of the specialty.

**Symposia:** Exposition of different aspects on a topic in the field of gynecology, obstetrics or human reproduction, done by experts in the field through individual writings.

**History:** Narration and exposition of past events related to obstetrics, gynecology and human reproduction.

**Biographical sketch:** Biographical sketch of a contemporary medical OB-GYN, whose work has had particular influence in Peruvian obstetrics and gynecology.

**Letter to the Editor:** Written communication addressed to the Director of the journal, referred to articles previously published in the RPGO, or to provide information about research performed by the authors.

## I. ORIGINAL ARTICLES

The total length of the manuscript, including bibliography, will not exceed 14 pages. It should prefer-

ably not exceed 3 500 words of content, 5 figures or tables, and 30 references. They shall be drafted according to the following scheme:

Abstract and key words  
 Abstract and key words in English  
 Introduction  
 Methods  
 Results  
 Discussion  
 Acknowledgements  
 References

### 1. The first page of the Original article will contain

- Article title: concise and informative, with an approximate length of 15 words, without abbreviations; the conclusions of the study should not be included in the title
- Name of the author or authors: first and last name.
- Name of the department or departments and the institution or institutions to which the work should be attributed.
- Academic degree and institutional affiliation of the authors.
- ORCID ID of each author (<https://orcid.org/>).
- Name, address, telephone and e-mail of the corresponding author.

In addition, authors will state the following items:

- Authorship recognition
- Ethical responsibilities
- Confidentiality of the data
- Right to privacy and informed consent
- Funding
- Conflict of interest
- Original contribution and importance

### 2. Abstract and key words

The abstract will be presented on a separate sheet. If it is written in Spanish, it must include the corresponding English translation, having a maximum of 250 words each. The structure of the abstract is: **Introduction** (background and concise justification for the study), **Objectives** (what the authors aim to determine in the study), **Methods** (study design and population), **Results** (main results) and the most important **Conclusions** in regard to the proposed objectives. After the abstract, 3 to 10 key words must be included. These have to belong



to the Index Medicus – Medical Subject Headings (in Spanish, the reference is BIREME's *Descriptores en Ciencias de la Salud*: <http://decs.bvs.br/>). In the abstract, the corresponding parts are Introduction, Objectives, Methods, Results, Conclusions, Key words (Mesh terms).

Unless there is an officially accepted translation, institution's names shall remain in their language of origin

### 3. Introduction

It includes the exposition of motives and objectives of the work and a brief reference of the pertinent literature, without making an extensive review of the subject. It shall not include data or conclusions of the conducted research. It shall not exceed two pages.

### 4. Methods

It briefly describes characteristics of subjects or of the material employed in the work, the techniques used to conduct the investigation, and the statistical techniques used. Details are expected only for new or modified techniques. In case of known techniques, authors shall only mention the bibliographic reference. Ethical considerations shall also be mentioned, including informed consent and approval by institutional or hospital ethics committees, even for observational studies.

### 5. Results

These shall be presented in brief form, as orderly and coherently as possible. The use of tables and figures is to complement the information; its number has to be limited to a minimum. Tables and figures, arranged by Arabic numbers, will have the corresponding legend. The photographs will be of the best possible resolution. If the paper includes already published material, it is imperative to attach a copy of the letter of authorization from the original author and the respective publisher.

### 6. Discussion

Emphasize the new and important aspects of the study and the conclusions that derive from them. Do not repeat the data or information already presented in the sections of introduction and results. Set the nexus of the conclusions with the goals of the study, but refrain from making general state-

ments and from drawing conclusions that are not scientifically supported. Compare the results with those of other researchers. If justified, new hypotheses and recommendations may be included.

### 7. Acknowledgments

Acknowledgments to persons or institutions that have collaborated in the preparation of the article will appear before the bibliographic references.

### 8. References

References shall refer exclusively to the text of the article; they will be ordered sequentially according to their appearance and presented in Vancouver style ([http://www.icmje.org/news-and-editorials/icmje-recommendations\\_annotated\\_dec17.pdf](http://www.icmje.org/news-and-editorials/icmje-recommendations_annotated_dec17.pdf)). In case the articles listed have a DOI, please include it. Due to the importance of the scientific paper, bibliographic references must be updated (not older than 5 years), emblematic, or must have been a milestone for current knowledge.

**Journal articles:** First list the surname of the author and co-authors followed by the initials of the names, these without separation between themselves. One article can include up to six authors, separated by commas. If there are more than six authors, the sixth name will be followed by the expressions 'y col' in Spanish, or 'et al' in English. A period will be placed after the authors' names, and then the title of the article will be quoted in the language of origin, followed by another period. Next, include the name of the journal (in internationally recognized abbreviation), period, and the year of publication, semicolon; the volume number (supplement number in parenthesis), followed by a colon; finishing with the pages on which the article appears and an end period. Add the DOI in articles that have them.

Example: Lokki AI, Aalto-Viljakainen T, Meri S, Laivuori H. Genetic analysis of membrane cofactor protein (CD46) of the complement system in women with and without preeclamptic pregnancies. *PLoS One*. 2015 Feb 24;10(2):e0117840. doi: 10.1371/journal.pone.0117840.

**Books, brochures or similar publications:** Author or co-authors will be listed in the same way than that for articles. The order is as follows: title of the work, period, and then the word "In" followed by a colon, surnames and initials of the edi-



tors of the book followed by the word "editor(s)" in parenthesis, period, and the title of the book in the language of origin, period; and the number of edition, period; place of editing and colon, name of publisher, period; year of the edition, colon and (without separation) pages in which the article appears, period. DOI.

Example: Figueroa F, Osorio Manyari A. Alteraciones del crecimiento fetal. In: Huamán Guerrero M, Sosa Olavarría A, Pacheco Romero J. Ecografía en Obstetricia, Medicina Fetal y Ginecología. Lima, Perú: R&F Publicaciones y Servicios S.A.C. 2009:137-48.

**Thesis:** Authors must be presented in the same way as for articles. Then, list the title of the work, specifying the aimed degree in parentheses, period. City and country where sustained, separated by a comma, colon and the university of origin, a comma, the year, and period. Number of pages, followed by the abbreviation "pp".

Example: Gota DF. Morbilidad y mortalidad. Estudio retrospectivo en pacientes hospitalizados del Hospital Cayetano Heredia (Tesis de Bachiller). Lima-Perú: Universidad Peruana Cayetano Heredia. 1990:59 pp.

## II. SYSTEMATIC REVIEWS

They must be drafted according to the following scheme:

- Non-structured summary and abstract, maximum 250 words
- Key words and Palabras clave
- Introduction
- Methodology of information search
- Development of the topic
- Conclusions
- References with a maximum of 70, preferably not older than 5 years.

Otherwise, indications for the original articles are valid.

## III. SHORT COMMUNICATIONS AND CASE REPORTS

They should be worded as follows:

- Non-structured summary and abstract, maximum 125 words
- Brief introduction with a maximum of 125 words.

- Key words and Palabras clave.
- Brief Introduction
- Case report
- Discussion
- References preferably not older than 5 years.

The total extent of the work, including references, will not exceed 6 pages or 1 500 words. A maximum of 4 figures or tables and 15 references will be accepted.

## IV. SYMPOSIA

Articles must be written as follows:

- Non-structured summary and abstract, maximum 250 words
- Key words
- Introduction
- Methodology
- Development of the topic
- References with a maximum of 70, preferably not older than 5 years.

Otherwise, the indications for original articles are valid.

## V. CONTROVERSIES, RECENT RESEARCH IN OBSTETRICS AND GYNECOLOGY, ADVERSE EVENTS IN GYNECOLOGY AND OBSTETRICS, SPECIAL ARTICLES

These articles should be written as follows:

- Non-structured summary and abstract, maximum 250 words
- Key words
- Introduction
- Development of the topic
- References

Otherwise, the indications for original articles are valid.

## VI. LETTERS TO THE EDITOR

The Letters to the Editor should have the following considerations:

- Letters that refer to articles previously published in the RPGO
- Letters that refer to research developed by the authors
- Letters with recent academic or clinical contributions of interest to the specialty.



They should be written as follows:

The total length of the paper, including references, will not exceed 2 pages or 500 words. We will accept a maximum of 2 figures or 2 tables and a maximum of 10 references.

If the letter addresses advances of preliminary investigations, or if it succinctly describes research, the number of words can be up to 1 000.

Letters to the Editor and replies must be written in a concise style, informing the problem, featuring then the discussion, and proposing solutions or conclusions.

#### VII. SUPPLEMENTARY MATERIAL

If the author(s) consider it appropriate, they may add complementary information to that presented in the article to improve the understanding of the

topic, such as: image files, audio files, video files and applications; they can forward them together with the documentation requested by the RPGO. Said material will only be published in electronic format without changes to the author's original submission.

Concerns or questions about our editorial policy or about the requirements for submission of articles to The Peruvian Journal of Gynecology and Obstetrics (Revista Peruana de Ginecología y Obstetricia) can be addressed to the Director:

Dr. José Pacheco Romero  
jpachecoperu@yahoo.com  
spogperu@gmail.com  
Sociedad Peruana de Obstetricia y Ginecología  
Av. Aramburú No. 321, Oficina 4, San Isidro, Lima  
27, Peru  
Phones: (51 1) 422 2573 – (51 1) 421 4251  
spogperu@gmail.com