

INSTRUCTIONS FOR AUTHORS

The Bulletin of the Department of Medical Sciences welcomes the medical sciences articles in the areas of biological products, medical devices, cosmetics, pharmaceutical products, food and beverage, medicinal plants, narcotic drugs, hazardous substances, radiation, communicable diseases, non-communicable diseases, vectors of diseases, risk assessment, clinical researches, quality management systems, etc. The Bulletin is quarterly published: 1) January-March, 2) April-June, 3) July-September, and 4) October-December. The manuscripts can be submitted in either Thai or English.

The Bulletin of the Department of Medical Sciences will be published online-only from the issue of October-December 2019 onwards.

Types of journal manuscripts

1. Original article

Original article is the report of a study, technology development, or laboratory quality system development describing research question, details of methods as well as interpretation of results with discussion of possible implications. The manuscript should contain a title, a running title, the authors' names with affiliations, an abstract, keywords, introduction, materials and methods, results, discussion, conclusion, acknowledgements and references. The total length should not exceed 25 pages of A4 paper.

2. Laboratory findings

Laboratory findings are the report of the results of laboratory examinations. The manuscript should contain a title, a running title, the authors' names with affiliations, an abstract, keywords, introduction, materials and methods, results, discussion, conclusion, acknowledgements and references. The total length should not exceed 25 pages of A4 paper.

3. Review article

Review article is an article that summarizes the previously published studies as well as the current state of understanding on certain topics aiming to analyze or compare the concepts and introduce some clear perspectives on that matter. The manuscript should contain a title, a running title, the authors' names with affiliations, an abstract, keywords, introduction, how to review, content, discussion, conclusion, acknowledgements and references. The total length should not exceed 20 pages of A4 paper.

4. General article

General article is a scientific report related to medical and public health system development such as operation support, information technology, quality management, etc. The manuscript should contain a title, a running title, the authors' names with affiliations, an abstract, keywords, introduction, materials and methods, results, discussion, conclusion, acknowledgements and references. The total length should not exceed 15 pages of A4 paper.

5. Special article

Special article is a small article which cannot be categorized to types of articles mentioned above. It can be the author's opinions on any current or up-to-date issues. The manuscript should contain a title, a running title, the authors' names with affiliations, an abstract, keywords, introduction, content, discussion, conclusion, acknowledgements and references. The total length should not exceed 15 pages of A4 paper.

6. Case study

Case study is a report of study involving particular group or situation over a period of time in order to illustrate a principle. The manuscript should contain a title, a running title, the authors' names with affiliations, an abstract, keywords, introduction, materials and methods, results, discussion, conclusion, acknowledgements and references. The total length should not exceed 10 pages of A4 paper.

7. Letter to the editor

Letter to the editor is correspondences from readers to the editor or the authors providing different opinions or suggestions of recently published articles.

8. Short communications

Short communications are short papers that present original and significant material for rapid dissemination. The manuscript should contain a title, a running title, the authors' names with affiliations, an abstract (limited to 100 words), keywords, introduction, materials and methods, results, discussion, conclusion, acknowledgements and references. The total length should not exceed 10 pages of A4 paper with no more than 2 figures or tables, combined.

Publication process

Each article will be initially reviewed by the Editor and sent to at least 2 selected experts. The identities of both reviewers and authors throughout the review are concealed (double-blinded peer review). Comments from the experts will be considered by the Editor and sent to the author for revision. In some cases, more comments from the third expert is necessary. The editorial board reserves the right to edit any manuscripts for proper publication. The Editor will review the final draft of each article.

Responsibility

Articles published in this Bulletin represent the research activities or opinions of the authors, not the opinion of the editorial board or Department of Medical Sciences. The authors are responsible for its contents.

Research ethics

The clinical research and research involve human specimens must be approved by the Institutional Ethics Committee. The research that involves animals must be approved by the Institutional Animal Care and Use Committee.

Preparation of manuscripts

Both Thai and English manuscripts are acceptable. For Thai manuscript, the author should translate the English vocabulary to Thai as much as possible. In case of no official Thai words, having an English word in the parentheses is preferred. Manuscripts shall be prepared with Microsoft Word for Windows without file protection using 16-pt TH Sarabun PSK. Line numbers should be added on every page. The first page shall carry the title of the article, full names of authors with affiliations, a running title and corresponding author's email address. The second and third page shall carry an abstract both in Thai and English of no more than 250 words. Key words should be added after the abstract. The structure of original articles and laboratory findings should be in the order as following:

- 1. Title (and running title):** The title should be short and represent the focus of the study and should not use abbreviations.
- 2. Authors:** The full name of each author and email address of corresponding author should be submitted.

3. **Organization:** The organizational affiliation of each author should be in numerical order.
4. **Abstract:** The abstract should be written in both Thai and English, not exceed 250 words, and it should consist of rationales, objectives, methodology, and body of knowledge.
5. **Keywords:** Maximum of 5 keywords in both Thai (effective from the volume of October-December 2019 onwards) and English should be provided.
6. **Introduction:** The introduction should provide the hypothesis or the rationale for the study as well as the objective(s) of the study. Give only pertinent references.
7. **Materials and Methods:** Give the full technical information so that the experiments can be repeated such as group of sample/study, sampling methodology, analysis methodology, statistical analysis, if used, etc. The sources of all materials and apparatus or strains of microorganisms must be provided if they have the potential impact to the study results.

For the clinical research, or research involves human specimens or animals, name of the ethics committee(s) or institutional review board(s) as well as the number/ID of the approval(s) must be stated.
8. **Results:** Present the results as concisely as possible in logical sequence. Avoid unnecessary graphs and figures. The tabular data, graphs, or figures, if needed, should be provided with clear description. Each table or figure should be prepared and described on a separate file. An electronic image should be prepared as .jpg file.
9. **Discussion:** Discuss study findings and provide interpretation of the results. The results may be interpreted in relation to other relevant studies. It should not contain extensive repetition of the results sections. The impact or benefit from the study may be elaborated.
10. **Conclusion:** Emphasize the new and important aspects of the study. Link the conclusions with the goals of the study.
11. **Acknowledgement:** A single-paragraphed acknowledging contributors, helps and financial support received in completing the work.
12. **References:** Use Vancouver styled references. Provide superscript numeric figure in parentheses after referred phrase or referred name (use 1 for the first reference and 2, 3 respectively). Use the same number for the same reference. Never use abbreviation in references except the author's first name initial and the journal title.

Writing references:

1. Journal Article

Example:

Belshe RB, Coelingh K, Ambrose CS, Woo JC, Wu X. Efficacy of live attenuated influenza vaccine in children against influenza B viruses by lineage and antigenic similarity. *Vaccine* 2010; 28(9): 2149-56.

2. Text/Guideline

Example:

Greenberg AE, Clescri LS, Eaton AD, editors. *Standard methods for the examination of water and wastewater*. 18th ed. Washington DC: American Public Health Association; 1992. p. 9-94.

3. Chapter in the Text

Example:

Phillips SJ, Whisnant JP. Hypertension and stroke. In: Laragh JH, Brenner BM, editors. *Hypertension: pathophysiology, diagnosis and management*. 2nd ed. New York: Raven Press; 1995. p. 465-78.

4. Legal material

Example:

Preventive Health Amendments of 1993, Pub L No. 103-183, 107 Stat. 2226 (1993 Dec 14)

5. Organization as Author and Publisher (Including pamphlet & Package Insert)

Example:

Pharmaceutical Society of Australia. *Medicines and driving* [pamphlet]. Pharmaceutical Society of Australia; 1998. DR-7.

Lamasil [package insert]. East Hanover (NJ): Sandoz Pharmaceuticals Corp; 1993.

6. Citing Conference Papers/Conference Proceedings

Example:

Bengtsson S, Solheim BG. Enforcement of data protection, privacy and security in medical informatics. In: Lun KC, Degoulet P, Piemme TE, Rienhoff O, editors. *MEDINFO 92*.

Proceedings of the 7th World Congress on Medical Informatics; 1992 Sep 6-10; Geneva, Switzerland. Amsterdam: North-Holland; 1992. p. 1561-5.

7. Dissertation

Example:

Kaplan SJ. Post-hospital home health care: the elderly's access and utilization [dissertation]. St. Louis (MO): Washington University; 1995.

8. Electronic material

Journal on Internet

Example:

Morse SS. Factors in the emergence of infectious diseases. Emerg Infect Dis [serial online] 1995. Jan-Mar [cited 1996 Jun 5]; 1(1): [24 screens]. Available from: URL: <http://www.cdc.gov/ncidod/EID/eid.htm>

Website

Example:

Hoffiman DL. St John's Wort. [online]. [cited 1998 Jul 16]; [4 screens]. Available from: URL: <http://www.healthy.net/library/books/hoffiman/materiamedica/stjohns.htm>

Manuscripts submission

Register to submit article online at <http://webapp1.dmsc.moph.go.th/journals/>. All documents must be scanned and uploaded as attachments in the online submission system. All submissions will be acknowledged by the Editorial Board. Those unaccepted will also be notified. The Editorial Board reserves the right to edit any manuscripts for proper publication.

Final proof

The author should approve the final edited article in the process to confirm that he or she has read and concurred with of the whole content of the manuscript.

Revised date: August 16, 2019