



AJTCVM Formatting for Specific Article Types

MANUSCRIPTS FOR AJTCVM ARE CLASSIFIED AS:

- Basic Science Studies
- Clinical Studies
- Retrospective Studies
- Review Article
- Epidemiology
- Case Series
- TCVM for Avian, Laboratory and Exotic Species
- Business Economics of TCVM Clinical Practice
- Pearls from TCVM Practice
- Brief Communications
- Editorial

FORMAT FOR BASIC SCIENCE STUDIES, CLINICAL, EPIDEMIOLOGY AND RETROSPECTIVE STUDIES

- Please refer to the “**Basic Formatting and TCVM Terminology**” document to ensure all information is included in the appropriate format and style.
- Please refer to the ‘**Reporting Guidelines for Clinical Trials**’ document for details regarding specific information to be included in each section.
- Text length must not exceed 6000 words excluding footnotes, references, tables, and figure legends.
- **Title:** Add randomized, controlled, blinded (if done) and a clear succinct statement of species, disease and what was done.
- **Abstract:** a 250-word summary of what was done, results and conclusions.
- **Key words:** Important words (6 or 7) that others may use to search databases.
- The manuscript should be divided into four sections only.
- There will be no subsections unless deemed necessary by the Editor-in-Chief and any subsections must contain two or more paragraphs



- The four sections are:
 - Introduction
 - Materials and Methods
 - Results
 - Discussion

Introduction

- No title for the section is necessary; just begin text as a first paragraph indented by 0.5.
- Statement of problem prevalence (backed by epidemiological studies if possible) with most current references, easy for most readers to find.
- Clinical signs and causes, conventional diagnosis and treatments (give a few pertinent current references).
- Disease from a TCVM perspective.
- Basis for proposed TCVM/Integrative medical treatment (no exhaustive review).
- Conclude the section with a clear statement of the aims and objective(s) of the study and state study hypothesis.

Materials and Methods

- A title is needed for the section, aligned left, all capitals and bolded
 - Example: **MATERIALS AND METHODS**
- Present a concise, clear description of the experimental design, subjects and statistical methods, beginning under the title as a first paragraph indented by 0.5.
- Source of animals, the animal care and use guidelines should follow.
- State whether a naturally occurring disease.
- Randomization method
- Inclusion criteria
- Exclusion criteria
- What was done (specific details so other research clinicians can repeat).
- Outcomes measure
- Statistics used to evaluate outcomes (keep simple for readers).



Results

- A title is needed for the section, aligned left, all capitals and bolded
 - Example: **RESULTS**
- The results of the study should be stated concisely and in a logical sequence summarizing important observations, beginning under the title as a first paragraph indented by 0.5.
- Give number of animals included in study and any that were removed or dropped out.
- Include any other pertinent information about animals (age, breed, sex, weight, etc).
- Provide just the statistical results with no comments about results.
- Show all your data including 'means plus and minus standard deviations' (Mean \pm SD) and p -values in Tables so others can check your results for themselves.
- Refer to tables that summarize the data.
 - Example: The acupoints initially stimulated were BL-21, BL-20, BL-23 and KID-3 (Table 1).
Do not say "See Table 1".
 - Place actual tables at the end of the text, after the list of references
- Show the exact p value for all data.
 - Example: $p = 0.02$; $p = 0.74$
- Do not simply use $p < 0.05$ or $p > 0.05$ as the exact p value is important for anyone using your data to calculate confidence limits or using your data in a meta-analysis.
- State any adverse reactions that occurred during the study to any animal in control or test groups.

Discussion

- A title is needed for the section, aligned left, all capitals and bolded.
 - Example: **DISCUSSION**
- First present a brief synopsis of the key findings and acceptance or rejection of the hypothesis. Begin under the title as a first paragraph indented by 0.5
- Review of animal & human studies on the TCVM treatment studied.
- Then compare the present study's findings with relevant findings from other published studies (animal and human) and when possible formulate a brief systematic review combining the results of the current study, with the results of previous relevant studies.
- Next provide a discussion of possible mechanisms of action for the TCVM treatment studied and explanation of findings.
- Include anomalous results, even if there is no explanation or reason for them, as others might benefit.
- Provide logical reasons for the discrepancy if the results differ from other published results.
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- Describe any adverse events that occurred during the study and relationship to experimental treatment.
- Include a critical description of pitfalls, problems and limitations of the study and methods used to minimize and compensate for these issues.
- Describe cost effectiveness, availability and ease of administration of treatment.
- Write a brief section that summarizes the clinical and research implications.
- Conclude with a paragraph that summarizes findings and provides recommendations and new possibilities or investigations, based on the results; do not use a title like “Conclusions” or “Summary”.

FORMAT FOR REVIEW ARTICLES

- Please refer to the “**Basic Formatting and TCVM Terminology**” document to ensure all information is included in the appropriate format and style.
- A review article should provide readers with an overview of the scientific literature in a specialized area of TCVM research or an educational article with an extensive review of one area of traditional Chinese veterinary medicine or traditional Chinese medicine.
- Review articles may be solicited by the Editor-in-Chief or submitted unsolicited by the author(s).
- Manuscripts should not generally exceed 6,000 words, excluding footnotes, references, tables, and figure legends.
- The Editor-in-Chief reserves the right to increase the manuscript length for some topics.
- The manuscript may have several sections with titles determined by the author and Editor-in-Chief.
- The use of illustrations, line drawings and figures is encouraged.

FORMAT FOR CASE SERIES

- Please refer to the “**Basic Formatting and TCVM Terminology**” document to ensure all information is included in the appropriate format and style.
- A clinical series paper will include a detailed description of the diagnosis, management and clinical outcome of 3-9 animals with a discussion on the clinical syndrome represented by the affected individuals. Use a Table to list information for greater than 3 animals
- For more than 9 animals, the report should be formatted as a retrospective study.
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- The manuscripts *should not exceed 2500 words excluding* footnotes, references, tables and figure legends.
- Case series should include information not previously reported, findings that are new or unique, new treatments or diagnostic methods.
- **Abstract:** Begin with a 250 word abstract summarizing the cases.
Example of information that might be included: signalment, primary complaint, clinical signs, TCVM examination findings, TCVM diagnosis, conventional treatments (include dose, frequency and duration), TCVM treatment (include acupuncture points, frequency of treatments, number of treatments and any herbal formulas with doses, frequency and duration), rehabilitation activities (if applicable), outcome and length of follow-up.
- **Key words:** List 6 or 7 important words that others may use to search databases.
- Begin the text of the manuscript with the case descriptions.
 - For each case begin with the signalment, primary complaint and duration
 - Example: A ten-year-old male neutered Beagle dog was presented for a history of intermittent seizures of one-year duration.
- Next provide a pertinent history to include the conventional history as well as a TCVM history.
 - Example: seeks heat, seeks cool, personality characteristics to determine constitution and such
- Include conventional diagnostic test results and conventional diagnosis if applicable.
- Describe current conventional and TCVM examination findings (include tongue, pulse, acupoint palpation, ears and body surface temperature) next.
 - Add a Table if more than 3 animals.
- The TCVM diagnosis and findings that support the diagnosis should be clearly stated next.
- The TCVM treatment strategy and rationale should then be presented.
- The TCVM treatments, outcomes and duration of follow-up are then presented:

Acupuncture treatment - List acupoints chosen and their actions, type of acupuncture, the duration of each treatment, number and frequency of treatments, total time period treated and if ongoing, how long it has been (footnote acupuncture equipment companies including needles).

- Put information in a table if needed for clarity; see “**Tables and Figures**” document

Herbal medicine - The form of the herb or herbal formula (top dressing, capsule, teapills, granule or biscuits) given, dosage (amount per kg of body weight), number of doses per day, whether given before, after or with meals and total duration of treatment should be provided for all herbal medicine (footnote companies).

- Put this information in a table; see “Tables and Figures” document



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Tui-na - List techniques used, duration, frequency and caretaker *Tui-na* instructions.

- Put this information in a table; see “Tables and Figures” document
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Food Therapy - List food to add to the diet with reasons to include; list foods to avoid in the diet with reasons to exclude.

Conventional Medication(s) - Give doses, frequency and duration (footnote companies).

- After the case presentations, provide a discussion of the problem described in the paper and address how the case series results relate to the findings in other species, including humans.
- Literature can be accessed at: <http://www.ncbi.nlm.nih.gov/PubMed> and information obtained by searching key words for the problem.
- Conclude the article with how the information in this case study can be useful for similar cases in the future.
- Do not use an animal’s name, but refer to each as “the horse, dog, cat, bird etc”.
- Do not use any dates in the manuscript.
 - Example: use “two weeks after initial presentation” versus “presented on May 14 ”
- Make sure the time frame is clear between treatments, total duration of treatment period is given and what is the length of the follow-up period.
- Pertinent references should be included with page numbers
 - see “**References**” document
- With permission from the client, please include pictures of cases or procedures whenever possible.
- See “**Informed Consent**” document

FORMAT FOR PEARLS FROM TCVM PRACTICE

- Please refer to the “**Basic Formatting and TCVM terminology**” document to ensure all information is included in the appropriate format and style.
- These articles are practical applications of TCVM as used by experts in the clinical setting.
- The text should not exceed 2500 words.
- Section titles will be determined by the author(s) and Editor-in-Chief.
- Do not write in the first person.
 - Example: instead of saying “I have found” or “in my experience” say “The author has found” or “in the author’s experience”



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- Do not refer to the reader as “you” instead structure the sentences, so words like “you, your, our, we, me, my (etc.)” are not necessary.
- The use of algorithms, line drawings, tables, figures and illustrations are important.
- Pertinent references should be included with page numbers.
- With permission from the client, please include pictures of cases or procedures whenever possible.
 - See “**Informed Consent**” document

FORMAT FOR BRIEF COMMUNICATIONS

- Articles will be approximately 1500 words.
- Pilot research studies which are used to design larger controlled randomized blinded clinical trials can report early results in this area.
 - Contact the Editor-in-Chief for approval of topic and formatting.
- The AJTCVM no longer publishes domestic animal case reports unless they address something very unusual or important for TCVM practitioners. Articles containing this information will be referred to as a Brief Communication.
 - Contact the Editor-in-Chief for approval.
- The format is similar to the CASE SERIES articles

FORMAT FOR BUSINESS ECONOMICS OF TCVM CLINICAL PRACTICE

- Please refer to the “**Basic Formatting and TCVM terminology**” document to ensure all information is included in the appropriate format and style.
- These articles are practical business applications of interest to veterinary practitioners as used by experts in a clinical setting using TCVM.
- The text should not exceed 2500 words.
- Section titles will be determined by the author(s) and Editor-in-Chief.
- Do not write in the first person.
 - Example: instead of saying “I have found” or “in my experience” say “The author has found” or “in the author’s experience
- -Do not refer to the reader as “you” instead structure the sentences, so words like “you, your, our, we, me, my (etc.)” are not necessary.
- The use of algorithms, line drawings, tables, figures and illustrations are important.
- Pertinent references should be included with page numbers.



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TCVM FOR AVIAN, LABORATORY AND EXOTIC SPECIES

- Please refer to the “**Basic Formatting and TCVM terminology**” document to ensure information is included in the appropriate format and style.
- Due to the small number of individuals treated with TCVM in each of these species and the difficulty of developing a case series article, single case reports will be published.
- The text should not exceed 1500 words excluding footnotes, references, tables and figure legends.
- These papers should describe information not previously reported, findings that are new or unique, new treatments or diagnostic methods not described in the particular species before.
- The format is similar to the CASE SERIES articles.

EDITORIAL FORMAT

- An editorial will only be published intermittently and is an article evaluating a subject of current importance to TCVM veterinarians written by the Editor-in-Chief, Associate Editors or TCVM Expert selected by the Editor-in-Chief.
- The format may vary depending on the subject.

