

Author guidelines

Archivos Argentinos de Pediatría is the official publication of the Sociedad Argentina de Pediatría, SAP (Argentine Society of Pediatrics) and has been issued uninterruptedly since 1930. It is published bimonthly. It is part of the SciELO network and of the Core Collection of Argentine Scientific Journals. It is indexed in Medline, the Science Citation Index Expanded, Active Embase Journals, and LILACS. Open-access full-text articles can be found at the SAP website (<http://www.sap.org.ar/archivos>).

Archivos Argentinos de Pediatría adheres to the Recommendations for the Conduct, Reporting, Editing and Publication of scholarly work in medical journals by the International Committee of Medical Journal Editors (ICMJE) and the ethical regulations established by the Committee on Publication Ethics (COPE).

Archivos Argentinos de Pediatría publishes articles related to perinatal, children, and adolescent health, and to other fields relevant for medical practice.

It also adheres to the initiative for research data sharing, so it requires authors to include a statement in this regard in their submission letter. A guideline on how to write such statement can be found in the [ICMJE](#) website.

The editors reserve the right to publish accepted articles in the printed version or just in the electronic version, in Spanish or together with its translation into English.

Editorial process

Archivos Argentinos de Pediatría is a peer-reviewed scientific journal. All original articles, special articles, brief reports, clinical case presentations, and any other document deemed relevant by editors are sent to independent reviewers. The identity of both authors and reviewers is kept confidential. The editorial process can be followed in <http://archivos.sap.org.ar/index.php/AAP>, with the username and password provided when submitting the article manuscript.

Conditions for publication

Articles should be original. Their prior publication will only be admitted if such publication was in conference proceedings or as preprint.

Preprint is defined as the deposit of a primary investigation manuscript in preprint servers,

before their formal submission to a journal for peer-review. When submitting a manuscript for review, authors should mention the details of the publication, including the DOI and the license terms. If accepted for publication, the author is responsible for ensuring the registry is updated with the publication reference, including the DOI and URL of the published version.

Authors should be cautious when disseminating information about the articles submitted to our journal in the media. Investigators should clearly state that the article has not yet been subjected to peer-review, that findings are of provisional nature, and that conclusions may change.

How to send articles

All manuscripts should be submitted in <http://archivos.sap.org.ar/index.php/AAP> with the username and password created by the author who is going to be receiving any communication during the process.

The authors from Spanish speaking countries should submit the manuscript in Spanish. The editors reserve the right to publish accepted articles in Spanish and English or in Spanish only.

The authors from other countries should submit the manuscript in English.

Once a manuscript is accepted for publication, authors should pay an article processing charge.

Files should be attached in MSWord (.doc or .docx) format, and should include the following:

1. The manuscript, written as per the instructions detailed below; the file name should be the last name of the first author.
2. A Letter to the Editor including the name of all authors, their e-mail, and signatures, requesting the assessment of the article for its potential publication. The letter should clearly state the following:
 - The article submitted has not been published in any other means and shall not be sent for any other publication for as long as *Archivos Argentinos de Pediatría* is assessing it.
 - All authors make a statement about any conflict of interest. If there is a conflict of interest, the authors should state them (see below).
 - Details of each source of funding. If the study did not receive any funding, the authors should clearly state it.
 - Specific conditions for data sharing.

- Compliance with the checklist should be indicated before submitting the material.
- It should be stated that if the article is published, all authors will transfer their copyrights to the Sociedad Argentina de Pediatría.

No editorial process shall be initiated unless the letter complies with all items indicated above.

GENERAL ASPECTS FOR PREPARING THE MANUSCRIPT

Writing

Manuscripts should be written using a word processor (MSWord), with double-line spacing (including abstracts, references, and tables), font: Arial 11. Pages should be numbered starting on the cover page in the lower right corner.

- Ethical/regulatory aspects. As established in the Declaration of Helsinki (item 23), any medical research involving human subjects, regardless of their experimental or observational nature, including research on identifiable human material and data, must be submitted for consideration, comment, guidance, and approval to the concerned ethics committee before the study begins. The publication of clinical cases requires obtaining an informed consent/assent from the patient and/or their legal representatives (as applicable) for the publication of personal data. Data confidentiality encompasses any data that allow to identify the patient by their place of origin, clinical condition, tests performed, health care center, treatment, and course (see informed consent template). These requirements are indispensable to begin the review process of the manuscript submitted before *Archivos Argentinos de Pediatría*.
- Grammar and style. The rules of the language used for writing should be followed and a style appropriate for scientific writing should be applied. Although at *Archivos Argentinos de Pediatría* we support equality, diversity, and gender inclusion, the manuscript in Spanish should use the conventional generic language to facilitate reading, and this does not represent any hierarchy or exclusion. Writing and style should be carefully reviewed before submitting the manuscript.
- Key words. If applicable, Pubmed's Medical Subject Headings (MeSH) terms or their translation to Spanish as per the BIREME's Descriptores en Ciencias de la Salud (DeCS) should be used.
- Acronyms and abbreviations. They should be kept to a minimum and only those usually accepted will be used. Acronyms should be written in full the first time they occur in the text with the acronym between brackets. No acronyms should be used to refer to a single term (e.g., ATB instead of antibiotic). No acronyms should be included in titles. Acronyms may only be used in the abstract if the term is repeated 3 or more times. If acronyms are used in tables or figures, they should be expanded at the bottom or in the epigraph, even if they are expanded in the text.
- Acknowledgments. People or institutions directly contributing with the study in any way can be included under this heading. Acknowledgments should be formal in style and placed following the manuscript text. The authors should ensure that anyone mentioned under the Acknowledgments section agrees to it.
- References. Only references cited in the text shall be accepted. They will be listed in the order they appear in the text, in accordance with the National Library of Medicine style guide *Citing Medicine* (<http://www.nlm.nih.gov/citingmedicine>). References should strictly comply with the guidelines of the following examples:
 - a. Medical journals
Salhab WA, Wyckoff MH, Laptook AR, Perlman JM. Initial hypoglycemia and neonatal brain injury in term infants with severe fetal acidemia. *Pediatrics*. 2004;114:361-6.
For articles with more than four authors, "et al." should be added after the name of the fourth author.
 - b. Books
Bradley El. Medical and surgical management. 2nd ed. Philadelphia: W B Saunders; 1982:72-95.
 - c. Book chapter
Stanley F, Blair E, Alberman E. How common are the cerebral palsies? In Bax MC, Hart HM, eds. *Cerebral Palsies: epidemiology and causal pathways*. London, United Kingdom: Cambridge University Press; 2000:22-39.
 - d. Online documents
OPS/OMS. Situación de Salud en las Américas: Indicadores Básicos 2005. Washington DC, 2005. [Accessed on: June 21st, 2006]. Available at: <http://www.paho.org/spanish/dd/ais/IB-folleto-2005.pdf>
- Tables and figures. They should be included in a separate page, one per page and ordered

using Arabic numbers. They should have a title on the top, next to their number, and a footnote. Measurement units should be referred to in the text, and in tables, graphics and figures.

- Pictures. If they are pictures of patients, any measure necessary to prevent their identification shall be taken, and the patient's informed consent for publication shall be attached. No patient identifying information should be present in microscopic observations or imaging studies. If illustrations by other authors are used, whether published or unpublished, the corresponding authorization for reproduction shall be attached. Small arrows in a contrasting color should be used for easy identification of what wants to be shown in the picture.

Epigraphs or footers should be in a separate page and numbered sequentially. Digital images should be legible, with a resolution of at least 300 dpi, and in a .jpg format. If you have any doubts, please contact the editorial office.

First page or cover page. It should include the following:

Title: In Spanish and English or just in English if the manuscript is written in English. It will have a maximum of 22 words, no acronyms or abbreviations, and refer to the manuscript content.

Author(s): First and last name(s) of each author, each with a reference (number) that allows to identify their affiliation. The e-mail address of each author, and their ORCID number, if any, should be included. The author who will receive editors' notifications should be indicated separately.

In addition, the involvement of each author in the study should be detailed, as requested by the Recommendations for the Conduct, Reporting, Editing, and Publication of scholarly work in medical journals by the International Committee of Medical Journal Editors (ICMJE), available in English (<http://www.icmje.org/icmje-recommendations.pdf>) and Spanish (<http://www.icmje.org/recommendations/translations/spanish2021.pdf>).

To be considered as authors of the study, each author should comply with all the following conditions:

- Having made substantial contributions to the creation and design of the study, or data

collection, or data analysis and interpretation (at least one of these three options).

- Having participated in the article writing or having made a critical review of its intellectual content.
- Having approved the final version of the manuscript.
- Being responsible for all the manuscript aspects and ensuring that anything related to the veracity or completeness of every manuscript section has been adequately investigated and resolved.

In situations where authorship is not clear enough, editors can directly request clarifications from the responsible author or a third party. If after such request, one or more authors do not meet the indicated authorship criteria, the article will not be accepted for publication.

PARTICULAR ASPECTS FOR PREPARING THE MANUSCRIPT

I. Original articles

Original articles refer to a research subject to a specific design, such as experimental studies, cohort studies, case-control studies, cross-sectional studies, epidemiological evaluations, and other observational studies.

Each study component or section has to be presented in a separate page in the following order:

Cover page: The first page will be the cover page, which will include the items indicated in "General aspects for preparing the manuscript," and the following aspects should be taken into account:

- **Title:** It should be brief (maximum: 22 words), contain no acronyms or abbreviations, and reflect the research objective and design.
- **Authors:** See the authorship conditions in "General aspects for preparing the manuscript."
- **Research registry:** *Archivos Argentinos de Pediatría* adheres to the guidelines by the World Health Organization (WHO) and the International Committee of Medical Journal Editors (ICMJE), which recommend registering clinical trials in a public research registry prior to enrollment of the first patient as a condition to begin the review process.

The research registry is mandatory for all interventional studies and also desirable for observational studies.

An intervention is any measure used to modify a biomedical outcome, in relation to health or

behavior (including, but not limited to, drugs, surgical procedures, devices, behavioral therapy, educational programs, dietary interventions, interventions to improve quality, and changes in health care processes). The registry name, registration number, and date of registration should be included in the manuscript after the key words. Registration may be in a public research registry of Argentina or in an international registry. When appropriate, the review process will not start if the registration number is not included.

- Funding: All sources of funding and the type of contribution made by each of them should be indicated.
- Conflict of interest: A conflict of interest takes place when financial or personal considerations may affect or appear to affect the authors' judgment to conduct or report their investigations.
- Data sharing conditions: Specify the conditions for data sharing.

Abstracts: The second page will include the abstract. It will be written in the same language as the rest of the manuscript and have the following characteristics:

- Length: The abstract should not exceed 250 words.
- Key words: Each abstract should include up to five (5) key words at the end.
- Structure: It shall include the following subheaders: Introduction, Methods, Results, and Conclusions.

Manuscript writing: The manuscript will have a maximum length of 2500 words (excluding abstracts, references, tables and figures). The recommendation is to follow the Equator network reporting guidelines for different types of investigations, available in: <https://www.equator-network.org/>

The manuscript will have the following format:

- Introduction: It should provide the study rationale, describe the reasons for conducting it, and any existing unanswered questions. At the end of the introduction, the research objectives (the purpose of the study and the target population) should be described.
- Methods: It should include the following items:
 - Place and dates of the study conduct and characteristics of the institution.
 - Design: It should indicate the type of study design.

- Population: Eligibility criteria should be described.
- Variables: Definitions, assignment method.
- Ethical considerations: Name of the research ethics committee that assessed the study and the date of approval.
- Statistical analysis: Sample size calculation, statistical tests, statistical software used.
- Results: Describe the flow of subjects. Specify the main characteristics of the studied population. Provide data of obtained results. Avoid repeating in the text the same data that appears in the tables. The results included should be related to the objectives and based on the statistical analysis indicated in the Population and Methods sections. All central tendency parameters should be accompanied with the corresponding dispersion measure (mean and standard deviation, median, range and mode, percentage, and confidence intervals). Statistically significant values will be reported.
- Discussion: This should explain the study findings and their meaning, and compare results with those obtained by other authors. Here speculations can be made and new hypothesis based on the research may be developed. Results should not be repeated here. It is important to point out the study's strengths and weaknesses.
- Conclusion(s): These will be brief, accurate statements with no speculations, related to the research objective and based on the results obtained.
- References: The maximum number of citations will be 35 and they should be written according to the specifications indicated in "General aspects for preparing the manuscript".
- Tables and figures: The maximum number will be six (6), and they will be prepared according to the above mentioned specifications. If the editors consider that it is reasonable to have a higher number of tables, figures, pictures or annexes, these will be published as supplementary documentation only in the electronic format version.

II. Brief reports

These are descriptions of observations, presentation of clinical situations, preliminary results, medical technology, procedures or other interesting aspects.

Preliminary results are those that, although

relevant to the study objective, cannot be generalized, either due to the sample size or other conditions affecting the representativeness of the studied sample. Study results will also be considered preliminary if the outcome variable encompasses a single aspect or is restricted in terms of the proposed objective.

In addition, research studies with an adequate design that answer questions that are relevant only in the field where the research was conducted may also be considered brief reports.

The same ethical and regulatory considerations used for original articles are applied to these manuscripts.

The manuscript of brief reports will be written and submitted similarly to what is indicated in "General aspects for preparing the manuscript".

The structure will be as follows:

- Abstract: Its length should not exceed 150 words. It should include (up to five) key words.
- Body of text: It will have a maximum length of 1400 words (excluding abstracts, references and tables or figures), and no more than four (4) illustrations (tables or figures). Write a brief introduction pointing out the relevance of the subject and similar experiences already published. Then describe the study methodology, results obtained, and finally write a discussion or comment.
- References: The maximum number of citations will be 15, in accordance to the instructions provided above.

III. Case report

This is for presenting the cases of patients or series of patients with a rare disease or an uncommon clinical condition, whose description is relevant for pediatric practice and that comply with at least one of the following criteria:

- Drug side effects or adverse interactions that are rare or have not yet been communicated.
- The occurrence of a rare disease with a noteworthy clinical relevance.
- New associations or variations in the process of a disease.
- Presentation, diagnosis and/or treatment for a new or emerging disease.
- Unexpected association between diseases or symptoms.
- An unexpected event observed in the clinical course of a disease or its treatment.
- Results or findings that shed new light on the possible pathogenesis of a disease or adverse effect.

The structure of case reports will be similar to that of brief reports, except for the abstract, which should also be included in English when the article is written in Spanish. If the article is written in English, it will not be necessary to include the Spanish version.

In order to be considered the author of a case report, the author should have contributed to the idea, intellectual development, writing, and review of the report. Having provided care to the patient presented in the report does not account for authorship; this may be indicated in the Acknowledgments section.

A case report should be accompanied by an informed consent for the publication of personal information.

IV. Updates and reviews

These are complete and extensive reviews or "updates" regarding an important issue.

They should point out the advances made in recent years and, if referring to a disease, they should highlight the clinical, diagnostic, treatment, and prognosis aspects.

Update articles are usually requested by editors, but unrequested articles of real interest may also be submitted if they follow the indicated guidelines. In these cases, their acceptance will be at the discretion of the editors.

This section will also include systematic reviews.

The manuscript of these articles will be written and submitted similarly to what is stated in "General aspects for preparing the manuscript".

The specific characteristics for updates are as follows:

- Abstract in Spanish and in English: It will have a maximum length of 150 words, pointing out only the most important aspects of the subject. The abstract does not need to follow a structure. It should include (up to five) key words.
- Text: It will include an introduction, the development of the different aspects and, if relevant, a relevant discussion or comment section may be included. The text will have a maximum length of 3000 words (excluding abstracts, references, tables, and figures).
- References: It will be as thorough as possible, and there is no maximum number of citations provided that citations included are actually relevant for gaining knowledge on the subject or for becoming aware of other authors' experience and, also, for an easy search.

V. Special articles

These are articles about especially relevant topics, not limited to the medical field; the editors shall decide on their inclusion. The manuscript of special articles will be written and submitted similarly to what is indicated in “General aspects for preparing the manuscript”. The specific characteristics of the abstract, text, and references will be similar to those of updates, but they may have a different structure, and the length should not exceed 3000 words and 4 tables or figures, and up to 20 bibliographic citations.

VI. Comments

Comments are very brief articles that may refer to an article presented in the same journal issue or a current subject of interest related to a specialty. Comments will be requested by editors, although they may also be taken into consideration if submitted spontaneously. Their maximum length will be 1000 words, and will not include an abstract or key words. A maximum of 2 authors will be accepted. References will be limited to seven (7).

VII. Practical pediatrics

These will be articles regarding experiences or topics that allow to gain knowledge on the practical aspects of pediatric practice. The manuscript of these articles will be written and submitted similarly to what is stated in “General aspects for preparing the manuscript.”

It will have an abstract in Spanish and English, both with a maximum length of 150 words and up to five (5) key words. The manuscript will have a maximum length of 2200 words (excluding abstracts, references, and tables or figures), but editors may consider a longer article depending on the case. References will be limited to fifteen (15).

VIII. Other sections

The characteristics of articles that focus on medical education, pediatric public health, and epidemiology topics will have a similar structure to pediatric practice articles.

IX. Committees and task forces. Consensuses and guidelines

The consensuses and guidelines developed by the Argentine Society of Pediatrics' subcommittees, committees, and task forces may be published as a supplement to a regular issue of *Archivos Argentinos de Pediatría*, once the

manuscript is approved by the SAP's Steering Committee.

Before publishing a consensus or guideline, the “Guidelines for Consensuses”, developed by the Subcommittee on Epidemiology of the Sociedad Argentina de Pediatría, should be considered. It may be accessed [here](#).

The main items to be included in the manuscript are the following:

- Brief title to accurately identify the topic, in Spanish and English.
- Authors, indicating their membership to a committee, group or subcommittee. The authors who were not directly involved in preparing the manuscript, but who participated in any relevant activity for its development, may be indicated in the collaborators section.
- Conflict of interest statement regarding each author.
- The abstract should only include any relevant aspect of the document, with a maximum of 150 words, in Spanish and English. They should include (up to five) key words. The manuscript text will have a maximum length of 2700 words and 50 references. All citations must be referenced in the text.
- The introduction should include the reasons for the document.
- The methodology should be described.
- The recommendations should be stated in a clear and accurate manner.
- The discussion should include relevant aspects and indicate suggestions for the implementation of the consensus or guideline.
- The bibliography should include the most relevant articles regarding the topic of discussion and follow the format indicated in the Publication rules; citations should be listed in the order they appear in the text.
- Tables and figures: The maximum number will be six (6).

X. What is your diagnosis?

It will have two parts: The first part will be a brief description of not more than 200 words regarding a clinical condition with 3 diagnostic options. One (1) figure or picture may be included. The second part will be a description of the disease or disorder regarding the correct diagnosis. This will have a maximum length of 800 words, with not more than two (2) illustrations (figures or pictures) and a maximum of five (5) references. The informed consent of the

patient described in the article should be attached.

The articles in this section are usually requested by editors, but they can also accept those not requested and their acceptance will be at the discretion of the editors.

XI. Letters to the editor

They should be addressed to the Editor and have a brief title. Letters to the editor will refer to a published article or to any other topic of interest, and may include recommendations and criticism, always in a respectful style. They will have a maximum length of 700 words, with up to three (3) references. Their acceptance will be at the discretion of the editors.

XII. Book review

Book reviews are requested by editors and will have a maximum length of 600 words. They usually provide a brief description of the characteristics of a book that the editors consider to be especially interesting for medicine and other disciplines.

Archivos Argentinos de Pediatría may publish other types of articles and add sections at the discretion of the editors.

The authors will be exclusively responsible for the content of the article and the comments.

The Sociedad Argentina de Pediatría will be the copyright holder for any of the articles published, which cannot be reproduced in any other journal, whether partially or in full, without their corresponding authorization.

CHECKLIST FOR SUBMITTING A MANUSCRIPT

Carefully review if the following has been complied with:

1. Careful reading of the “*Conditions for publication*”, “*General aspects for preparing the manuscript*”, and the specific instructions for the type of manuscript that is being submitted.
2. Letter requesting the publication of the article, indicating the following:
 - The article has not been published and shall not be sent for any other publication for as long as *Archivos Argentinos de Pediatría* is assessing it.
 - All authors make a statement about any conflict of interest.
 - The sources of funding are detailed.
 - Data sharing conditions have been accepted.
 - Compliance with the checklist before submitting the material.
 - If the article is published, all authors will transfer their copyrights to the Sociedad Argentina de Pediatría.
3. The following items are included in the first page:
 - Title (Spanish and English).
 - Authors: first and last name(s), e-mail address, and ORCID number.
 - Affiliation of each author.
 - The author who will receive editors’ notifications.
 - Detail the participation of each author in the study.
 - Name, address, and telephone number of the institution(s) where the study was conducted.
 - Registration number in the research registry (if applicable).
4. An adequate manuscript presentation should strictly comply with what is specified in the “*General aspects for preparing the manuscript*” for each type of article in terms of length, structure, references, tables, and figures.
5. Informed consent form obtained from the patient or their representative (if applicable).

**If you have any question, please contact the publication office
at +54 11 4821-8612, ext. 123 or 143, Monday through Friday, from 11 a.m. to 7 p.m.,
or send an e-mail to publicaciones@sap.org.ar**