

THE ANNALS OF PHARMACOTHERAPY

MANUSCRIPT CHECKLIST

Please complete and return this checklist with your other submission materials. It is important that each item be addressed.

I have checked the following items to confirm that they have been included with my submission packet and/or have been given consideration:

Required Items For All Submissions

- 1. Cover letter containing all required information, including
 - a. *criteria for authorship statement* signed by all authors
 - b. preference for appropriate Article Category
- 2. Title page containing all required information, including
 - a. concise title
 - b. conflict of interest statement and funding information
- 3. Electronic manuscript file or two (2) hard copies
- 4. Electronic files of any figures or tables; figures submitted preferably in TIFF format
- 5. Copyright assignment form signed by all authors

Required Items, If Applicable

- 1. Clear, camera-ready (glossies or 300 dpi computer-generated) copy of figures
- 2. Permission to publish material from another source
- 3. Informed consent for use of identifiable patient descriptions or photographs
- 4. Institutional Review Board/Human Subjects Research Committee approval

Other Items For Consideration

- 1. Separate abstract/text/reference word counts and key words indicated on title page
- 2. Manuscript conforms to specific Article Category guidelines, including word counts, reference numbers, and table/figure limits
- 3. Structured abstract included, with proper abstract subheadings for particular article category
- 4. All copy is double-spaced and in 12-point font, with pages numbered
- 5. All abbreviations are defined unless they are standard units of measurement
- 6. The Naranjo evaluation is included for case reports and letters when adverse drug reactions are being reported,
- 7. Tables are double-spaced and on separate pages
- 8. References have been checked for accuracy and style

Corresponding Author's Initials