



## Author Guidelines

*AmSECToday* is the official newsletter for the American Society of ExtraCorporeal Technology. Its purpose is to disseminate society, profession-level, and thematically organized topical information to members on a quarterly basis. This publication also serves as the primary media between the President of the organization and its members.

*Topics* emphasized in *AmSECToday* include:

Current Profession Issues	ECMO	Education & Technology	Evidence-Based Medicine
Ex-Vivo Perfusion	Heart & Lung Failure	Interdisciplinary Professionalism	Interdisciplinary Understanding
Infection Control	Laboratory/Transfusion Medicine	Mechanical Support	Myocardial Preservation
Patient Blood Management	Patient & Perfusionist Safety	Pediatric & Congenital Perfusion	Pharmacology
Quality Outcomes	Special Procedures	Systems Physiology	Transplants

*AmSECToday* serves a subscription base of perfusionists, anesthesiologists, surgeons, and researchers from 31 countries. Original and sponsored content submissions are considered for publication. You are currently reading guidelines for non-commercial content authors. Please see Sponsored Content Guidelines for commercial content authors.

Regular columns and features include:

- President’s Message
- AmSECT University
- Conference Information & Reviews
- Thematic Educational Articles
- Invited Feature Articles
- Self Quiz
- Government Relations Updates
- Historical Perspectives
- Student Corner
- Society News and Volunteer Information
- Pediatric Congenital Perfusion
- Mechanical Circulatory Support

Article types include but are not limited to:

- News
- Editorial
- Review (topic or book)
- Case Report/Discussion
- Pro-Con
- Technique
- Letters to the Editor

## **Standards for Prospective Authors**

*AmSECToday* is a non-peer reviewed digital publication which contains original articles conceived and submitted by volunteer authors. Author(s) should be able to attest that the works are substantially original compositions, all authors are listed, text is not substantially recycled from other published works of any author, and source documents are fully and properly cited. Real or perceived conflicts of interest, relevant financial support or other pertinent disclosures must be explicitly disclosed in an acknowledgement statement at the end of the manuscript.

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All submissions will be screened using duplication checking software prior to publication. Submissions will be evaluated for instances of explicit plagiarism and scored for similarity to other published documents accessible to the software. High similarity scores generally indicate a need for rephrasing previously published ideas and/or that additional care is taken to ensure restated ideas are directly quoted or meticulously cited. Authors are encouraged to evaluate their manuscripts during the writing process and prior to submission in order to strengthen the quality and integrity of their work.

*AmSECToday* will aspire to respond to concerns of compromised scientific integrity, plagiarism, copyright infringement and ethical transgressions according to current best practices guidance of the Committee on Publication Ethics ([publicationethics.org](http://publicationethics.org)) and in consultation with the AmSECT Ethics Committee and Board of Directors. Remedies may include publishing an erratum or corrigendum, retracting an article, and/or other confidential actions determined appropriate by AmSECT.

## **Preparing a Submission**

Authors in *AmSECToday* may be recruited or volunteer to write regularly, periodically or a single piece. New authors seeking publication in *AmSECToday* are encouraged to contact the editor-in-chief to discuss their topic, the optimal issue(s) for publication of their work, submission deadlines and the editorial process.

Submission files should adhere to the following points:

- Microsoft Word document
- Times New Roman or Calibri 12 point font, single spaced
- Images, no more than 3, preferred as high res png or jpg files, 72 dpi resolution
- Length within word count; concise, logically organized writing for maximum readability.

- Title, author names and credentials and complete in-line numbered referencing and reference list (format not otherwise specified).
- Introduction paragraph states a clear purpose; discussion paragraphs develop and argue main ideas, and conclusion paragraph summarizes main points and their relative importance
- Subheadings and/or subsections may be employed to effectively organize the flow of longer articles.
- Any acronyms or abbreviations should be spelled out and followed in parentheses by the abbreviated form

	<b>Maximum Word Counts</b> -Includes bio and references -Each image subtract 200 words
President’s Message	400
Zone Report	400
Feature/Cover Story	2000
Invited Authors	1000-1500
All Columns	1000-1500
Conference Information & Reviews	1000-1500
Self Quiz	1000

Additional information required for publication includes a professional-appearing headshot photo of the author(s), email/social media links the author(s) would like publicized, and a short biography of the author(s).

**Submission, Review & Publication**

Submissions and supporting documents should be emailed to the editor-in-chief for editorial review and processing on or before the deadline for the issue of *AmSECToday* in which the article is intended to run. Production schedules are shared annually with regular authors and with email reminders sent to authors contributing to a given issue.

The editor-in-chief will review each submission for gross inaccuracies, make edits for clarity and readability or return the revised file to the author for any additional or major revisions.

**Checklist for Submission: Deadlines Jan1 (Q1) Apr 1 (Q2), Jul 1 (Q3), Oct 1(Q4)**

Authors are encouraged to print and check off completion of the following points prior to emailing their final submission

Attestations implied by submission are met?

- The work is a substantially original composition
- Text is not substantially recycled from other published works of the author(s)
- Source documents are fully and properly cited

- Any real or perceived conflicts of interest or relevant financial support are disclosed
- Statements and opinions are acknowledged as those of the author(s) and do not necessarily reflect the opinions of AmSECT, the editors or the publisher.

Manuscript and supporting information files attached?

- Manuscript meeting formatting recommendations
- Images meeting formatting recommendations
- Author(s) short biography and credentials
- Author(s) professional-appearing headshot photo