Author Guidelines

The following areas are required to be answered prior to being able to make your final submission.

A. Unless it is truly impossible to identify a patient’s face, photos of human faces must be accompanied by Wiley patient consent form, Wiley Patient Consent Form.pdf and that form must be submitted to Wiley at the time of original submission by the author. In most cases, full face photos with or without eyes blacked out, and partial face photos that show 1/2 to 3/4 of the face visible must submit Wiley patient consent form.

B. All submissions where human subjects are involved must have Institutional Review Board approval (IRB), or similar where applicable by country. This must be clearly stated within the manuscript.

C. All submissions where animal subjects are involved must have Institutional Animal Care and Use Committee approval (IACUC) or similar where applicable by country

D. All submissions with National Institute of Health (NIH) or other funding must be stated and made clear on the title page. A complete financial disclosure / conflict of interest statement must be stated on the title page. This is necessary for all submitted manuscript with or without funding.

E. Every author listed on a paper must individually complete and sign the last page of the ICMJE form coi_disclosure.pdf or coi_disclosureword.docx Lasers in Surgery and Medicine is an international peer-reviewed journal. Published on behalf of the American Society for Lasers and Medicine & Surgery.

Lasers in Surgery and Medicine reserves the right to exclusive publication of all accepted manuscripts. We will not consider any manuscript previously published nor under review by another publication. Once accepted for review, the manuscript must not be submitted elsewhere. Unethical publishing, such as plagiarism, undisclosed conflicts of interest, inappropriate authorship, and duplicate publication are forbidden. This includes publication in a any journal or in another language.

Authors must disclose any financial relationship(s) at the time of submission, and the authors prior to publication must update any disclosures. Information that could be perceived as potential conflict(s) of interest must be stated. This information includes, but is not limited to, grants or funding, employment, affiliations, patents, inventions, honoraria, consultancies, royalties, stock options/ownership, or expert testimony.

ARTICLE CATEGORIES

Lasers in Surgery and Medicine publishes the types of articles defined below. When submitting your manuscript, please follow the instructions relevant to the applicable article category.

ARTICLE TYPES

Original Reports present data that have not yet been published. An emphasis is given for higher levels of evidence. Authors must adhere to the CONSORT statement (www.consort-statement.org) when reporting a randomized trial, including a patient flow diagram.

Abstract: Objective, Study Design, Methods, Results, and Conclusion
Key Words
Introduction
Materials and Methods
Results
Discussion
Conclusion
Acknowledgments (grants and research support; contributors to the article but who do not qualify for authorship according to the ICMJE)
References
Reviews will be published only if the review provides overview of therapeutic techniques and/or research in areas of in laser medicine. Most of these reviews will be solicited, but unsolicited submissions may also be considered from time to time. Authors must receive Editor approval prior to submitting an unsolicited review.

Case Reports are only published if they represent very original information. Authors must receive Editor approval prior to submitting an unsolicited review.

Letters to the Editor may express an opinion about material previously published in Lasers in Surgery and Medicine, or express views on any issue related to lasers in medicine and surgery. Authors must receive Editor approval prior to submitting an unsolicited review.

MANUSCRIPT PREPARATION

When preparing your manuscript for submission, please note the following guidelines. Original scientific manuscripts and review articles that do not adhere to the following instructions will be returned to the corresponding author for technical revision before undergoing peer review.

Title page must be submitted as part of the manuscript. This should contain: 1) article title; 2) names of authors, their degrees and affiliations (dept., institution, city, state, country); 3) institution where the work was done (indicate which author is in which department); 4) source of financial support or funding; 5) conflict of interest statement; and 6) a footnote indicating the author to whom correspondence, reprint requests, and proofs will be sent, with complete address (including e-mail address and postal codes) and telephone/fax numbers.

Conflict of Interest: See guideline D above

Financial Disclosures: See guideline D above

Abbreviations: Do not use abbreviations in the title or abstract. Define abbreviations at first mention in text and in each table and figure. For commonly accepted abbreviations, consult Logan’s Medical and Scientific Abbreviations.

Text: Manuscripts should be formatted according to the American Medical Association Manual of Style (10th ed.). See Article Categories for additional formatting requirements.

- Number all pages, beginning with the title page as #1.
- Double-space the manuscript (including references, figure legends, and tables) with minimum 1-inch margins.
- State all measurements in metric units, and if desired, add English units in parentheses.
- Begin each table on a separate page.

Begin references on a separate page after acknowledgments. References: The authors are responsible for the accuracy and completeness of their references. References should be formatted according to American Medical Association Manual of Style (10th ed.) Each reference should be identified in the text in numerical order and should be identified by superscript Arabic numerals. Please begin the reference list on a separate page after the acknowledgments. Endnotes is an acceptable format.

When formatting references, provide all authors’ names when fewer than seven; when seven or more, list the first three and add et al. Any articles that are not in English must be translated. See Cumulative Index Medicus for abbreviating journal titles.

Examples of correct forms of references are:

Journal Article


Online Journals
responsibility of the authors requesting use for the borrowed material, not the responsibility of the American Society for Medicine & Surgery or Wiley-Blackwell.

**Pre-Submission English-Language Editing:** Authors for whom English is a second language are encouraged to have their manuscript professionally edited before submission. All services are paid for and arranged by the author. Use of these services does not guarantee acceptance or preference for publication.

**Supporting Information**

Supporting information can be a useful way for an author to include important but ancillary information with the online version of an article. Examples of supporting information include **appendices, additional tables, data sets, figures, movie files, audio clips, 3D structures, and other related nonessential multimedia files.** All supplemental materials must be submitted with the original submission via ScholarOne for peer review.

**ETHICAL CONCERNS**

**Authorship Criteria:** *Lasers in Surgery and Medicine* insists that all authors are truly qualified to be listed as such according to the criteria established by the International Committee of Medical Journal Editors. The following three criteria must be met to qualify for authorship:

1. Conception and design of project or analysis of the manuscript data;
2. Drafting or critically revising the content of the manuscript submitted for publication, and;
3. Giving final approval of the version to be published.

Others who have contributed to the work but are not qualified to be authors should be “acknowledged” at the end of the article.

**Financial Disclosure Information:** See guideline D above

**Policy Regarding Inappropriate Submissions and Publications:** All Editors, Editorial Board members, and publisher’s staff at *Lasers in Surgery and Medicine* take great responsibility to ensure that the highest ethical publication standards are maintained by assisting in safeguarding the medical scientific literature against fraudulent publications. Please note manuscript submissions are now submitted for plagiarism detection through iThenticate. Lasers in Surgery and Medicine's policy is based on the “Guidelines on Good Publication Practice” published by the Committee on Publication Ethics (COPE).

Examples of fraud in scientific research include (but are not limited to): 1) the submission of duplicate publications using similar data (ie, attesting the work submitted is original when it was submitted or accepted by another journal); 2) falsification of data, copyright, or information regarding conflict of interest; 3) submission of work from other sources that was not done by the author and is presented as original (ie, plagiarism); 4) authorship (allowing one’s name to appear as an author or adding an author to a manuscript) without substantial input or without having agreed to submission of the manuscript; 5) self-plagiarism (duplicating previously published material).

If there are questions as to any issues regarding inappropriate submission, the Editor should be consulted prior to the submission. If a submitted or published manuscript is discovered or suspected to be inappropriate, the authors will be asked for a written explanation. If the rationale provided by the authors remains unsatisfactory in the judgment of the editors, the manuscript will be rejected or retracted. Retractions become a matter of public record and are registered in PubMed. The provost (or equivalent) of the authors’ academic institutions will be informed of inappropriate submissions or publications, and the authors will not be allowed to subsequently submit their research to *Lasers in Surgery and Medicine.* The leadership of *Lasers in Surgery and Medicine* will also inform the editors and publishers of other journals which have published manuscripts judged to be inappropriately submitted to *Lasers in Surgery and Medicine.*

**Institutional Review Board Policy and Animal Studies:** Manuscripts that report data involving human participants require formal review and approval or formal review and waiver (exemption) by the appropriate institutional review board (IRB) or ethics committee. This should be described in the Methods section with the full name of the reviewing entity. All critical research requires formal review.

Manuscripts reporting the results of investigations of animal subjects must indicate approval by an Animal Care, Use, and Research Committee. Authors should state that the care and handling of the animals were in accord with National...
Institutes of Health (NIH) guidelines or other internationally recognized guidelines for ethical animal research. Any questions regarding the IRB requirements should be directed to the editorial office.

Researchers working in countries that have different requirements for approval of research involving human subjects or animals must meet local legal requirements and generally accepted ethical principles such as those set out in the Nuremberg code, Belmont report, and the Declaration of Helsinki.

Notice NIH Grant Recipients: Pursuant to the NIH mandate, Wiley-Blackwell will post the accepted version of contributions authored by NIH grant-holders to PubMed Central upon acceptance. This accepted version will be made publicly available 12 months after publication. For further information, see www.wiley.com/go/nihmandate.

MANUSCRIPT SUBMISSION

Manuscripts should be submitted online at: http://mc.manuscriptcentral.com/lsm

Before submitting, check for an existing account. If authors are submitting for the first time, create a new account. At the end of a successful submission, a confirmation screen with a manuscript number will appear and the author will receive an e-mail confirming that the manuscript has been received by the journal. If this does not happen, please check the submission and/or contact tech support at support@scholarone.com

Submitting Revisions: If you have been invited to submit a revised manuscript, please submit it online via ScholarOne following instructions found there. When submitting a revision, please submit both a clean copy and marked copy of the manuscript. The marked copy should highlight all of the changes made the by the authors after the original review. Replace original documents not applicable to the revision.

Author Corrections on Proofs: The corresponding author will be provided page proofs and asked to check for errors and editorial queries. Although the correction of editorial and typographical errors will be made without charge, the cost of excessive additional alterations may be charged to the author. Proofs must be checked carefully and corrections returned within 24 to 48 hours of receipt, as requested in the communication accompanying the page proofs. Publication of the article may be delayed if the proofs are not sent back in a timely manner.

Reprints. Authors can contact commercialreprints@wiley.com. Reprints are normally shipped 4 to 6 weeks after publication of the issue in which the item appears.

Note to Contributors on Deposit of Accepted Version

Authors are permitted to self-archive the peer-reviewed (but not final) version of the Contribution on the Contributor’s personal website, in the Contributor’s company/institutional repository or archive, and in certain not for profit subject-based repositories such as PubMed Central as listed at the following website: http://olabout.wiley.com/WileyCDA/Section/id-820227.html, subject to an embargo period of 12 months for scientific, technical and medical (STM) journals and 24 months for social science and humanities (SSH) journals following publication of the final Contribution.

There are separate arrangements with certain funding agencies governing reuse of this version as set forth at the following website: http://www.wiley.com/go/funderstatement.

The Contributor may not update the accepted version or replace it with the published Contribution.

Author Services: WALS Author Services enables authors to track their accepted article through the production process to publication online and in print. Authors can check the status of their articles online and choose to receive automated emails at key stages of production. The author will receive an email with a unique link that enables them to register and have their article automatically added to the system. Please ensure that a complete email address is provided when submitting the manuscript. Visit http://authorservices.wiley.com for more details on online production tracking and for a wealth of resources including FAQs and tips on article preparation, submission and more.

Copyright/License Agreement

If your paper is accepted, the author identified as the formal corresponding author for the paper will receive an email prompting them to login into Author Services; where via the Wiley Author Licensing Service (WALS) they will be able to complete the license agreement on behalf of all authors on the paper.
For authors signing the non-standard CTA
If the OnlineOpen option is not selected the corresponding author will be presented with the non-standard CTA to sign. The terms and conditions of the non-standard CTA can be previewed below:

Terms and Conditions of the non-standard CTA
Please do not complete this PDF until you are prompted to log in to Author Services as described above.

Note to Contributors on Deposit of Accepted Version

Funder Arrangements: Certain funders, including the NIH, members of the Research Councils UK (RCUK) and Wellcome Trust require deposit of the Accepted Version in a repository after an embargo period. Details of funding arrangements are set out at the following website: [http://www.wiley.com/go/funderstatement](http://www.wiley.com/go/funderstatement). Please contact the Journal production editor if you have additional funding requirements.

Institutions: Wiley has arrangements with certain academic institutions to permit the deposit of the Accepted Version in the institutional repository after an embargo period. Details of such arrangements are set out at the following website: [http://www.wiley.com/go/funderstatement](http://www.wiley.com/go/funderstatement).

Note to Authors choosing OnlineOpen
If the OnlineOpen option is selected the corresponding author will have a choice of the following:

Creative Commons License Open Access Agreements (OAA)

- Creative Commons Attribution License OAA
- Creative Commons Attribution Non-Commercial License OAA
- Creative Commons Attribution Non-Commercial -NoDerivs License OAA

To preview the terms and conditions of these open access agreements please visit the Copyright FAQs hosted on Wiley Author Services [http://authorservices.wiley.com/bauthor/faqs_copyright.asp](http://authorservices.wiley.com/bauthor/faqs_copyright.asp) and visit [http://www.wileyopenaccess.com/details/content/12f25db4c87/Copyright-License.html](http://www.wileyopenaccess.com/details/content/12f25db4c87/Copyright-License.html).

If you select the OnlineOpen option and your research is funded by The Wellcome Trust and members of the Research Councils UK (RCUK), you will be given the opportunity to publish your article under a CC-BY license supporting you in complying with Wellcome Trust and Research Councils UK requirements. For more information on this policy and the Journal’s compliant self-archiving policy please visit [http://www.wiley.com/go/funderstatement](http://www.wiley.com/go/funderstatement).

Please feel free to contact Beth Mallen with any questions or concerns at LSM@manuscriptmgt.com or 615-330-1418. Thank you for your interest in Lasers in Surgery and Medicine.

Production Questions
email lsmprod@wiley.com