



Instructions for authors: *European Journal of Palliative Care*

Articles submitted for publication in the *European Journal of Palliative Care* should be prepared according to the following guidelines.

Submitting your article

- Although the *European Journal of Palliative Care* publishes mainly review articles, we also accept relevant original research papers and case reports.
- All material should be submitted in English.
- Submissions should include the main/corresponding author's contact details.
- Please submit your article in Word or Rich Text format via email to: edit@hayward.co.uk

Our editorial process

- The Editor and the Editorial Advisory Board reserve the right to revise material or request amendments. The Hayward Editorial Department reserves the right to amend material during production in accordance with Hayward house style and the demands of space, layout, and so on.
- Proofs will be sent to the author designated, so that edited material can be reviewed before publication. Please keep corrections to a minimum and do not change editorial amendments made to comply with Hayward house style.
- All material is accepted for publication on the understanding that it has not been published before, or is not due for publication elsewhere.
- Copyright in all languages and all media lies with the Publisher on acceptance for publication. The Publisher grants the author(s) the right to use the published article for personal use only.

Style and content

- Articles should include a concise and informative title, an introduction, and about five key points summarising the content; the use of subheads is encouraged to promote readability.
- Articles should **not** include an abstract or key words.
- Review papers and discursive features should be styled according to content; there is no rigid format.
- Articles should be written with the journal's general readership in mind. Where needed, abstruse terms, phrases and jargon should be explained for the non-specialist reader.
- Any statements that might be construed as potentially defamatory must be avoided.
- Authors are responsible for the accuracy of their articles.

How much to write?

- Articles average three printed pages in length. A convenient guide to wordage (including references) is:
 - ⇒ 2pp 1,100 words
 - ⇒ 3pp 1,800 words
- Articles should not exceed 2,000 words.
- The inclusion of illustrations/tables is encouraged and allowances should be made for their inclusion by reducing the wordage accordingly (1/2 page illustration = 400 words).





Tables and illustrations

- Authors are encouraged to include tables and illustrations to accompany articles.
- Graphics should be submitted separately and have a short explanatory caption.
- Any illustrations previously published should be accompanied by the written consent of the copyright holder to re-publication, and an acknowledgement should be included in the caption.
- We prefer to receive photographs electronically as high-resolution (minimum 300 dpi) JPEG, TIFF or EPS files that you can attach to your email.

Declaration of interest

- Please submit a brief declaration of interest, which will be published at the end of your article. If you have no interests to declare, we recommend the statement: 'The author/s declare/s that there is no conflict of interest'. If no declaration is provided, the statement 'None declared' will be added.
- Authors are encouraged to refer to the ICMJE Recommendations for guidance: www.icmje.org

Author byline

- First name, surname, job title, job location/institution, town and country should be supplied for all authors.

Patient consent

- Please obtain informed consent when submitting articles that include identifiable patient information.
- Authors are encouraged to refer to the ICMJE Recommendations for guidance: www.icmje.org

Ethical considerations

- When reporting experiments on people, authors should indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional and national), or with the Helsinki Declaration.
- When reporting experiments on animals, authors should indicate whether institutional and national standards for the care and use of laboratory animals were followed.
- Authors are encouraged to refer to the ICMJE Recommendations for guidance: www.icmje.org

References

- Original textual matter quoted from other authors must have formal citation and be appropriately referenced.
- Ideally, please cite no more than ten to 15 references.
- Authors should verify references against the original documents.
- The Vancouver style is used; for example:
 1. Friesema EC, Docter R, Moerings EP *et al.* Identification of thyroid hormone transporters. *Biochem Biophys Res Commun* 1999; **254**: 497–501.
 2. Kohner EM, McLeod D, Marshall J. Diabetic eye disease. In: Keen H, Jarret H (eds). *Complications of Diabetes*. London: Edward Arnold, 1982: 57–58.

Please address any queries via email to: edit@hayward.co.uk

