

Instructions for Authors

GENERAL INFORMATION

CARDIOPULMONARY PHYSICAL THERAPY JOURNAL is the official journal of the Cardiovascular and Pulmonary Section of the American Physical Therapy Association. Manuscripts and other works submitted for review and publication should contribute to the science and practice of physical therapy as they relate to cardiovascular and pulmonary practice or medicine. A primary purpose of the *Journal* is to present responsible, reliable, and up-to-date information that is of significant scientific and/or clinical value in the fields of cardiovascular and pulmonary evaluation and rehabilitation. The Editor-in-Chief reserves the right to return, without review, any manuscript that does not meet *Journal* criteria. The Editorial Board adheres to the "Uniform Requirements for Manuscripts" submitted to biomedical journals. Those requirements can be accessed at <http://www.icmje.org>. All materials accepted for review are privileged communications. Author identity is blinded from reviewers and all correspondence is sent to the first author named on the manuscript, unless otherwise requested.

Articles are received with the understanding that the manuscript is an original work that has not been previously published, nor is it under consideration by another publication. Authors who submit a manuscript that contain substantially similar content that has been published or is currently being considered elsewhere for publication, must inform the Editor-in-Chief and provide her with the a copy of the other article. The Editor-in-Chief will make the determination of the duplicative nature of the submitted manuscript and may decide that the submitted manuscript is unacceptable for publication in the *Cardiopulmonary Physical Therapy Journal*. Manuscripts should be submitted electronically with the manuscript preferably in one Microsoft Word file (version 2007 preferred). In addition, the cover letter and any permission to reprint should be included in separate files.

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MANUSCRIPT CATEGORIES

In order for a manuscript to be considered for review, it must fit into one of the following categories:

Research Report includes any original research study with an experimental, quasi-experimental, or non-experimental design. Pilot studies that add to the current body of knowledge in cardiovascular or pulmonary physical therapy will be considered as well.

Case Report focuses on a patient or group of patients and describes an element of cardiovascular or pulmonary physical therapy practice, which has not been previously documented in the literature.

Clinical Perspective is a scholarly paper that expounds on a specific approach to patient care. The paper may provide a theoretical or practical basis for practice or address professional issues in cardiovascular or pulmonary physical therapy. Authors may nominate themselves through communication with the Editor-in-Chief. References are required to support the opinion included in the paper.

Literature Review is a critical analysis of literature on a specific topic of interest related to cardiovascular or pulmonary physical therapy. Authors may nominate themselves through communication with the Editor.

PREPARATION OF MANUSCRIPTS

Authors should consult the latest edition of the American Medical Association (AMA) *Manual of Style*, 10th ed. (Available from Lippincott, Williams, & Wilkins, Customer Service, PO Box 1600, Hagerstown, MD 21740-1600, USA) The manual includes details of acceptable style and format, and specifics of manuscript preparation and submission.

Manuscripts electronic files should be double-spaced with 1-inch margins on sides, top, and bottom. The following sections should be on a separate page: title page, abstract with 2-3 keywords, text, acknowledgments, references, individual tables, figure legends, and appendices. Number pages consecutively, beginning with the title page. For purposes of more objective reviewing, do not include the primary

author's name on each page. Publication may be delayed if manuscripts do not follow the recommended guidelines.

ORGANIZATION OF MANUSCRIPTS

Title page: Title page should include title of the manuscript, author name(s), affiliation of author(s), highest academic degree, and a footnote indicating a corresponding address for use by readers (e.g., This footnote should begin with the words: "Address correspondence to:").

Abstract: The abstract should be double-spaced and written in 200 words or less. Abstracts for research papers should be structured and include following headings: Purpose, Methods, Results, and Conclusions. Abstracts for other papers should include Purpose, Summary of Key Points, and a Statement of Conclusions or Recommendations. Include 2-3 key words.

Text: Double-space the copy and organize with side headings including: Introduction and Purpose, Methods, Results, Discussion and Conclusions. Use additional headings to assist reader in understanding the organization of the content.

Acknowledgments: All references to grant support should be included here. Other acknowledgments are optional.

References: Indicate references by superscripts, numbered consecutively, in the text, tables, and legends. The reference list should be numbered consecutively and presented on a separate sheet after the text. Follow the instructions in the AMA *Manual of Style*, and double-space throughout. Use abbreviations for journals that reflect current practice in Index Medicus.

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Figures: Figures should follow references and tables (if applicable) on separate pages. Captions should be included underneath each figure. Each figure must be prepared according to the AMA *Manual of Style*, Section 2.14. Signed photographic release forms must accompany photographs of individuals.

Appendices: Number these consecutively. Use appendices for material that is not suited for figures, tables, or text, but that is essential for reader to understand the content of the manuscript.

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