

Papers should be sent before 22 September to the e-mail address: trabajos-seaf@pdi.ucam.edu or handed on a diskette to the Organizing Secretary of the Congress during the days the event is taking place.

Technical features:

- OpenOffice.org writer or Microsoft word should be used.
- Page format: ISO/DIN A4. All margins should be of 2,5 cm.
- Source: Times New Roman 12.
- Paragraph: double-spaced and fully justified.
- Papers should not exceed 14 pages (without including tables and figures).
- Text of papers should be presented only in one file.
- Headings of sections and subsections should not be typed using different styles (e.g. bold, italics, capitals, etc.). Furthermore, notes should not be used.

Paper structure:

1. The first page should contain the following data in the order indicated,:

- 1.1. Title of the article in Spanish and English
- 1.2. Authors' name and surnames (maximum of five) and institutional affiliation which will be indicated with superscript Arabic numbers.
- 1.3. Complete number of all the authors' work places.
- 1.4. Name and complete address of the main author, including telephone number and fax number (for mail purposes) as well as e-mail address.
- 1.5. Grants or economic aid to carry out the work. Any other specifications when it is considered necessary.

2. The second page should include:

2.1. An abstract of the paper (150-250 words). In the case of original articles, the abstract will consist of 4 sections: Introduction, Material and Method, Results and Conclusions. These sections should describe briefly the purpose and objective of the research, the methodology used, the most important results and the main conclusions. The most original and relevant aspects of the work will be highlighted.

2.2. Key words: key words (3-6) or short sentences will be specified beneath the abstract. They should identify the content of the paper in order to be included in national and international biomedical catalogues and databases. Terms used should conform with those of Medical Subject Heading (MeSH) of Index Medicus available in: <http://www.nlm.nih.gov/mesh/meshhome.html>

2.3. The abstract and key words should be written in Spanish and English.

3. The text, in Spanish or English, will include the sections: Introduction and Objectives, Material and Method, Results, Discussion, Conclusions and References.

When presenting experimental works in which human groups have been used, it must be indicated whether the ethical criteria approved by the corresponding commission have been taken into account. In any case, authors must indicate if they have respected the Declaration of Helsinki agreements (reviewed in October 2002), elaborated by the World Medical Association (<http://www.wma.net/s/policy/b3.htm>). Authors should not make use of the names or initials of people who have participated in the study as part of the sample. When references are made to medicines or chemical products, authors should indicate the generic names, the dose and the route of administration.

4. Bibliographical references should follow an alphabetical order according to the authors' surname. If there are several works by the same author, chronological order must be followed from the oldest to the most current. When there are two works by the same author, but one of them with more people in it, the one by the author alone should appear first.

Journal names will be abbreviated according to the list of Index Medicus, which is available in: <http://pubmed>

Imprecise statements will be avoided as bibliographical quotes. In this sense, authors will not use as such those needing explanations (e.g. "unpublished observations" or "personal communication") although they can be cited in brackets within the text.

Works which have been accepted but still not published, will be included in the bibliographical references specifying the name of the journal followed by the expression "in press". Bibliographical references must be taken from original documents, indicating always the first and last page of the work of origin. Following there are some examples of bibliographical references which follow the ICMJE, available in: <http://www.ucam.edu/I4congresoseaf/icmje.pdf>

Examples

Articles in Journal

(1) Standard article in a journal. (All authors should be mentioned, but if there are more than six, the first six should be cited followed by the expression *et al*)

Llorca Díez J, Prieto Salceda D, Dierssen Sotos T, Delgado-Rodríguez M. Comparación entre varias poblaciones estándar para el ajuste de edades. *Rev Esp Salud Pública*. 2000;74:341-350.

(2) Corporate author

Ministerio de Sanidad y Consumo. Liga Española para la lucha contra la Hipertensión. Sociedad Española de Hipertensión. Control de la hipertensión arterial en España. *Rev Esp Salud Pública*. 1996;70:139-210.

(3) Author not mentioned

Cancer in South Africa [editorial]. *S Afr Med J*. 1994;84:15.

(4) Volume supplement

Shen HM, Zhang KF. Risk assessment of nickel carcinogenicity and occupational lung cancer. *Environ Health Perspect*. 1994;102Supl 1:275-82.

(5) Issue supplement

Payne DK, Sullivan MD, Massie MJ. Women's psychological reactions to breast cancer. *Semin Oncol*. 1996;23(1 Supl 2):89-97.

(6) Part of a volume

Ozben T, Nacitarhan S, Tuncer N. Plasma and urine sialic acid in non-insulin dependent diabetes mellitus. *Ann Clin Biochem*. 1995;32(Pt 3):303-6.

(7) Part of an issue

Poole GH, Mills SM. One hundred consecutive cases of flap lacerations of the leg in ageing patients. *N Z Med J*. 1994;107(986 Pt 1):377-8.

(8) Issue with no volume

Turan I, Wredmark T, Fellander-Tsai L. Arthroscopic ankle arthrodesis in reumathoid arthritis. Clin Orthop. 1995;(320):110-4.

(9) Without issue and volume

Browell DA, Lennard TW. Immunologic status of the cancer patient and the effects of blood transfusion on antitumor responses. Curr Opin Gen Surg. 1993:325-33.

(10) Pagination using Roman numerals

Fisher GA, Sikic BI. Drug resistance in clinical oncology and hematology. Introduction. Hematol Oncol Clin North Am. 1995 Abr;9(2):XI-XII.

Books and other monographs

(11) Individuals as authors

Ringsven MK, Bond D. Gerontology and leadership skills for nurses. 2^a ed. Albany (NY): Delmar Publishers;1996.

Hawe P, Degeling D, Hall J. Evaluación en promoción de la salud. Guía para trabajadores de la salud. Barcelona:Masson;1993.

(12) Editor(s) or compiler(s) as author

Norman IJ, Redfern SJ, editors. Mental health care for elderly people. New York: Churchill Livingstone; 1996.

(13) Organization as author and publishing entity

Institute of Medicine (US). Looking at the future of the Medicaid programme. Washington (DC): The Institute; 1992.

(14) Book Chapter

Phillips SJ, Whisnant JP. Hypertension and stroke. In: Laragh JH, Brenner BM, editors. Hypertension: pathophysiology, diagnosis and management. 2^a ed. New York: Raven Press;1995. p. 465-78.

Regidor Poyatos E, Rodríguez Blas C y Gutiérrez Fisac JL. Reducir los comportamientos perjudiciales para la salud. En: Indicadores de Salud. Tercera evaluación en España del programa regional europeo Salud para Todos. Madrid: Ministerio de Sanidad y Consumo; 1995.p. 239-273.

(15) Conferences Proceedings

Kimura J, Shibasaki H, editors. Recent advances in clinical neurophysiology. Proceedings of the 10th International Congress of EMG and Clinical Neurophysiology; 1995 Oct 15-19; Kyoto, Japan. Amsterdam: Elsevier; 1996.

Navarro C. Epidemias de asma asociadas con la inhalación de polvo de soja. Libro de ponencias de la XII Reunión Científica de la Sociedad Española de Epidemiología; 1994 Sep 29-30-Oct 1: Alicante: Departamento de Salud Pública. Universidad de Alicante,1994.

(16) Conference article

Bengtsson S, Solheim BG. Enforcement of data protection, privacy and security in medical informatics. In: Lun KC, Degoulet P, Piemme TE, Rienhoff O, editors. MEDINFO 92.

Proceedings of the 7th World Congress on Medical Informatics; 1992 Sep 6-10; Geneva, Switzerland. Amsterdam: North-Holland; 1992. p. 1561-5.

(17) Scientific and technical report

Smith P, Golladay K. Payment for durable medical equipment billed during skilled nursing facility stays. Final report. Dallas (TX): Dept. of Health and Human Services (US), Office of Evaluation and Inspections; 1994 Oct. Report No.: HHSIGOE169200860.

La diabetes del adulto en la Comunidad de Madrid. Madrid: Consejería de Salud; 1996. Documentos Técnicos de Salud Pública núm.37.

(18) PhD Thesis

Kaplan SJ. Post-hospital home health-care: the elderly's access and utilization [PhD Thesis]. San Luis (MO): Washington Univ.; 1995.

(19) Patent

Larsen CE, Trip R, Johnson CR, inventors; Novoste Corporation, assignee. Methods for procedures related to the electrophysiology of the heart. US patent 5,529,067. 1995 Jun 25.

Other works published

(20) Newspaper article

Lee G. Hospitalizations tied to ozone pollution: study estimates 50,000 admissions annually. The Washington Post 1996 Jun 21; Sec. A:3 (col. 5).

(21) Audiovisual material

VIH +/SIDA: the facts and the future [videocassette]. San Luis (MO): Mosby-Annual; 1995.

(22) Computer file

Hemodynamics III: the ups and downs of hemodynamics [computer program]. Version 2.2. Orlando (FL): Computerized Educational Systems; 1993.

(23) Internet document:

Donaldson L, May, R. Health implications of genetically modified foods [cited 12 of oct. 2000]. www.doh.gov.uk/gmfood.htm.

(24) Maps

North Carolina. Tuberculosis rates per 100,000 population, 1990 [demographic map]. Raleigh: North Carolina Dept. of Environment, Health and Natural Resources Div. Of Epidemiology; 1991.

(25) Dictionaries and similar reference works.

Stedman's medical dictionary. 26th ed. Baltimore: Williams & Wilkins; 1995. Apraxia; p. 119-20.

(26) In press

Leshner AI. Molecular mechanisms of cocaine addiction. N Engl J Med. In press 1997.

(27) Legal documents

Boletín Oficial de Navarra. Decreto Foral 545/1995, de 13 de noviembre, por el que se modifica la estructura orgánica y funciona del Instituto Navarro de Salud Laboral. BON núm 149,4/12/1995.

Boletín Oficial del Estado. Real Decreto 2210/1995 por el que se crea la Red Nacional de Vigilancia Epidemiológica. BOE núm 21, 24/1/1996.

Diario Oficial de las Comunidades Europeas. Directiva 94/33/CE relativa a la protección de los jóvenes en el trabajo. DOCE núm L 216, 20/8/1994.

Punctuation marks should be used as in the examples above

5. Tables will include Arabic numerals and the corresponding title.

Acronyms and abbreviations will always be accompanied by an explanatory footnote. If the size of a table is bigger than the size of the page, headings will be included in the following page.

Figures

Photographs and charts are all to be referred to as “Figures” and should be numbered consecutively using Arabic numerals. When symbols, arrows, numbers or letters are used to refer to specific parts of the illustrations, it is necessary to identify and clarify their meaning in the caption or epigraph.

They can be coloured and should be attached in independent files, preferably in JPEG format, although GIF and TIFF are also accepted. The resolution will be of 300ppi.

Abbreviations and symbols. Use only ordinary abbreviations. Avoid abbreviations in the title and abstract. When an abbreviation is used for the first time, it will be followed by the complete term, unless it refers to a common unit of measurement.