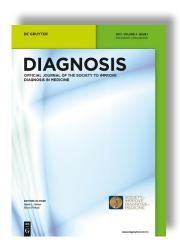
## Instructions for Authors (last update: 2024-08-27)

# Diagnosis



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#### Scope and general policies of the journal

#### **Scope**

*Diagnosis* (*DX*) focuses on how diagnosis can be advanced, how it is taught, and how and why it can fail, leading to diagnostic errors. The journal welcomes both fundamental and applied works, improvement initiatives, opinions, and debates to encourage new thinking on improving this critical aspect of healthcare quality.

*DX* is a hybrid journal published quarterly online only. All contributions submitted for publication in *DX* are subject to single-anonymized peer review by at least two experts in the field, selected and invited by the Editor-in-Chief and a dedicated Editorial Team. *DX* publishes only English-language articles in the categories listed below.

#### **Article categories**

- Original Article Reports of original research
- Review/Mini Review Systematic, narrative, and focused reviews
- Opinion Paper
- Point/Counterpoint Paper
- Editorial
- Short Communication Reports of early research results and pilot studies
- Letter to the Editor & Reply
- Guidelines and Recommendations
- Congress Abstracts
- Case Report Learning from Tragedy Case reports of diagnostic error or dilemma discussed from a multi-stakeholder perspective; should include the facts of the case, a discussion focused on a root cause analysis, take-away points or action items resulting from the analysis, and whenever possible input from both the affected patients and their providers
- Case Report Lessons in Clinical Reasoning: Pitfalls, Myths, and Pearls Case reports in which a clinician discusses their diagnostic approach after clinical information is presented, focusing on a case in which a diagnostic error (or near miss = great catch) occurred

*DX* will generally not consider case reports of unusual presentations. These should be submitted to one of the several journals that specialize in case reports.

#### Submissions in the following fields are welcome

- Factors that promote diagnostic quality and safety
- Clinical reasoning
- Diagnostic errors in medicine
- The factors that contribute to diagnostic error: human factors, cognitive issues, and system-related breakdowns
- Improving the value of diagnosis eliminating waste and unnecessary testing
- How culture and removing blame promote awareness of diagnostic errors
- Training and education related to clinical reasoning and diagnostic skills
- Advances in laboratory testing and imaging that improve diagnostic capability
- Local, national and international initiatives to reduce diagnostic error

#### Special issues and special issue section

*DX* publishes special issues and special issue sections focused on important and emerging topics in the field of study. Ideas for special issues and special issue sections are proposed by the journal's editorial board, but the journal will also consider proposals for special issues submitted by members of the wider research community. All proposals are assessed for quality and relevance by the Editor-in-Chief and the editorial office.

The journal has established a rigorous process to ensure that all manuscripts submitted for special issues follow the same high-quality standards and peer review process as regular manuscripts. Each special issue has a dedicated Guest Editor who is responsible for the coordinating the peer review process of all manuscripts submitted for the special issue (section). The Editor-in-Chief checks the initial manuscript and assigns it to the appropriate Guest Editor. The Guest Editor invites reviewers and makes recommendations on revisions and final decisions.

The Editor-in-Chief has an oversight of the entire process within the online submission system and is responsible for the final decision on all manuscripts.

#### Submission of manuscripts

Submit manuscripts exclusively online at: <a href="https://mc.manuscriptcentral.com/diagnosis">https://mc.manuscriptcentral.com/diagnosis</a>

We strongly recommend that authors register with institutional email addresses and do not use private email addresses. Institutional email addresses serve as strong authenticity markers. In addition, institutional email domains identify authors who are entitled to open access discounts per institutional agreements with the publisher. Not using an institutional email address may result in delayed or missed open access publication. A cover letter must be submitted for each manuscript upon first submission. It should contain a brief statement by the authors as to the element of novelty upon which they base their request for publication in *DX*. Please address the cover letter to the Editor-in-Chief. Revised manuscripts must be accompanied by a point-by-point reply to the reviewers' comments. Major changes in the revised manuscript must be highlighted, preferably in tracked changes mode. A second, clean version should always be submitted for major changes.

#### **ORCID**

ORCID (Open Researcher and Contributor ID) is a non-profit, publisher-independent system that is used to uniquely identify academics and their publications. Detailed information about ORCID can be found at <a href="https://www.orcid.org/">www.orcid.org/</a>. Providing an ORCID number for each author is strongly recommended. ORCID numbers should be listed on the title page.

#### Submission declaration and verification

For information on plagiarism, please refer to <u>COPE - Committee of Publication Ethics</u>.

Each manuscript submission declares that the manuscript (or one with substantially the same content, by any of the authors) has not been previously published in any language anywhere and that it is not under simultaneous consideration by any other journal. Exceptions are listed in section "Pre-publication policy". Furthermore, all co-authors must have agreed to its publication and have given the corresponding author the authority to act on their behalf in all matters pertaining to publication. The corresponding author is responsible for informing the co-authors of the manuscript status throughout the submission, review, and production process.

To exclude potential overlap with prior publication(s), your manuscript is systematically checked by the plagiarism checker Crossref Similarity Check (<u>iThenticate</u>). Previously published material must be referenced appropriately in the manuscript, regardless of whether the material was previously published in a subscription based, hybrid or open access journal, or in another language.

#### Scientific misconduct

Only articles that have not been or will not be published elsewhere will be published in the journal, excluding articles that fall under the publisher's pre-publication policy (see section "Pre-publication policy" below). Multiple submissions/publications or redundant publications (i.e., republication of data already published by the same authors) will be rejected. If identified after publication, the journal reserves the right to publish a retraction note. In any case, editors will follow the Committee on Publication Ethics (COPE's) Code of Conduct and implement its advice. For detailed information, please see our publishing ethics page.

#### Responsible authorship and research integrity

The authors are responsible for all aspects of the study and will ensure that any questions regarding the accuracy and integrity of any part of the work are adequately investigated and resolved.

With submitting their manuscript to *DX* the authors declare that they are the sole and intellectual authors of the manuscript. We do not accept submissions that name Large Language Models, such as ChatGPT, Artificial Intelligence (AI) and Machine Learning Tools as credited author(s) on a manuscript because such tools cannot take responsibility for the submitted work and therefore cannot be considered as eligible authors. Where such tools or technologies are used as part of the design or methodology of a research study, please specify the tool and the purpose of its use for the conducted research in the Methods section of your manuscript, and if applicable indicate

the use of Large Language Models, AI and Machine Learning Tools for manuscript preparation in the <u>Template</u> <u>for Ethical and Legal Declarations</u>. In case of doubt, the Editorial Board reserves the right to ask the authors to submit the raw experimental data.

#### Research data availability

*DX* requires authors to follow our <u>Data Sharing Policy</u>, which must comply with the European GDPR (*General Data Protection Regulation*) rules.

Research data should be made widely available to the research community to demonstrate the robustness and validity of the research presented in the journal, to enable and encourage replication of the results, and to allow the community with opportunities to learn.

We recommend the use of community-endorsed data types. If you assign a persistent identifier to your research data by archiving it in a data repository, other researchers will be able to cite your data as well as your published research article.

Where possible, data should be submitted to discipline-specific, community-recognized repositories. In cases where there is no appropriate discipline-specific resource, data may be submitted to a general data repository. Please see <a href="https://www.re3data.org/">https://fairsharing.org/</a>, or <a href="https://www.re3data.org/">https://fairsharing.org/</a>, or <a href="https://repositoryfinder.datacite.org/">https://repositoryfinder.datacite.org/</a> for help finding research data repositories. We strongly recommend using <a href="mailto:coreTrustSeal">coreTrustSeal</a> certified repositories.

To determine whether a research data availability statement is required and what format it must follow, please refer to the specific file for each policy level available on the <u>Data Sharing Policy</u> website. Detailed information can be found in the "Submit" tab on the journal website.

Please fill in your statement on data availability in the <u>Template for Ethical and Legal Declarations</u>, which is required for submission.

We further recommend citing the data that has been shared in the reference list. Data citations should include a persistent identifier, should be included in the reference list using the minimum information recommended by <a href="DataCite">DataCite</a> (Dataset Creator, Dataset Title, Publisher [repository], Publication Year, Identifier [e.g. DOI, Handle or ARK]) and follow journal style.

#### Peer review, turnaround times and pre-publication policies

#### Rejection of manuscripts

Submitted manuscripts will be reviewed in a two-step procedure. Firstly, the Editor-in-Chief decides whether the manuscript fulfills the substantive and formal criteria for the further peer review process. The decision is based on the following criteria:

- relevance: the content conforms to the scope and goals of *DX*,
- originality/topicality: the content is sufficiently important and topical to be worthy to be published in DX,
- formal correctness: the formal criteria have been met (also in view of the manuscript being written in understandable English),
- ethical guidelines: national and international ethical standards for studies with human and/or animal subjects are fulfilled (where applicable).

In cases where the criteria have not been met, the manuscript will be rejected without peer review.

This applies in particular to studies of genetic associations, which will be considered only if they contribute new insights and are statistically valid according to generally accepted criteria. Articles which are likely to affect the choice, performance or interpretation of clinical tests will be favored over those which do not, and animal or cell-culture studies need to justify their eligibility.

Reporting of negative results must be justified by prior evidence that a positive result would be expected.

#### Peer review information

*DX* is a single-anonymized journal. Manuscripts which fulfill the substantive and formal criteria are reviewed anonymously by at least two independent reviewers selected by the Editors. The authors may provide the names, department, institution, country, and email addresses of potential reviewers. Reviewers indicated by the authors must be of institutions and countries different from the those of any of the authors. Authors may also provide names of reviewers they wish to exclude from reviewing their manuscripts.

#### **Appeals**

Manuscripts that have been rejected for publication will be reconsidered only at the discretion of the Editor(s). Authors wishing to request reconsideration of a previously rejected manuscript must do so in written form and submit a rebuttal by email to the journal's editorial office. Authors should provide detailed reasons why they believe the manuscript should be reconsidered. If the rebuttal is accepted, the author will be asked to re-submit the manuscript, or the decision will be reversed.

#### **Turnaround times**

*DX* aspires to inform authors of the peer review decision within 3-4 weeks from the submission date. Revised manuscripts should be returned within 3-6 weeks. Accepted manuscripts will be published online within 3 weeks of acceptance.

#### **Pre-publication policy**

The publisher does not consider the following purposes of a paper as pre-publication: publication in the form of a congress abstract, publication as an academic thesis, publication as an electronic preprint on recognized servers such as arXiv, RePEc, bioRxiv, ResearchSquare, etc.

#### **Inclusive language policy**

Inclusive language recognizes diversity, conveys respect for all people, is sensitive to differences and promotes equal opportunities. Content should not make assumptions about readers' beliefs or commitments; should not contain anything that might suggest that one person is superior to another because of age, gender, race, ethnicity, culture, sexual orientation, disability or health condition; and should use inclusive language throughout. Authors should ensure that their writing is free from prejudice, stereotypes, slang, references to the dominant culture and/or cultural assumptions.

We advise the following approach: Aim for gender neutrality by using plural nouns (clinicians, clients, participants) as standard and avoiding "he" or "she", wherever possible. Instead, please use "they". We recommend avoiding the use of descriptors that refer to personal characteristics such as age, gender, race, ethnicity, culture, sexual orientation, disability or health status unless they are relevant and valid.

#### Post-acceptance

#### **Galley proofs**

Once the manuscript is accepted for publication, it is forwarded to typesetting. The corresponding author receives the galley proofs in electronic form to check them for editing and typesetting accuracy. Corresponding authors receive an email notification from noreply@degruyter.com, subject: "Check your proof pdf: DX. [manuscript ID]" (please carefully check your email inbox as well as your spam folder) with a link to the online proofreading system (Proof Central) through which they can access their galley proofs. The interface is similar to MS Word: authors can edit the text by entering their corrections directly, adding comments, and answering questions from the copy editor. If preferred, authors can also annotate and upload edits to the PDF version.

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#### After an embargo period

- as open deposits to institutional or subject repositories
- to scholarly collaboration networks (SCNs)

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#### **PMC and Research Funder Policies**

#### Ethical conduct of research

The publisher and our publishing partners are committed to the principles of academic freedom, editorial independence and the highest level of scholarly integrity. Our aim is to provide trustworthy knowledge to the widest possible audience and to serve academic communities around the world. Detailed information about our ethics policy can be found on the <u>publishing ethics</u> website.

Manuscripts must follow certain ethical guidelines to be considered for publication, which can be found in the <u>Publication Ethics and Malpractice Statement</u>. Accordingly, **before submitting your manuscript**, **please make sure that you and your co-authors agree to the applicable requirements**. For example, this may involve declaring and ruling out conflicts of interest or proving compliance with legal requirements related to human and animal testing.

Furthermore, our <u>Code of Conduct for Publication Procedures and Ethics</u> defines the responsibility of the publisher and the Editors we work with, to ensure the legitimacy and quality of our published research. Our principles are based on the guidelines of the <u>Committee on Publication Ethics (COPE)</u>.

#### Acknowledgments

Authors may wish to acknowledge individuals, working groups, institutions, etc. who provided help and support (other than financial) during research and the preparation of the manuscript (e.g., language checking, writing assistance or proof reading of the article, etc.). Individuals acknowledged are not included on the title page, as a footnote to the title or otherwise.

Acknowledgements should be given in the <u>Template for Ethical and Legal Declarations</u>, if required for submission.

#### Authorization for the use of human subjects - Research ethics

Manuscripts that contain information on the use of humans should clearly state that the research complies with all relevant national regulations and institutional policies and has been approved by the authors' Institutional Review Board or any equivalent committee. Copies of the guidelines and policy statements must be available for review by the Editor, if necessary. The Editors reserve the right to seek additional information or guidance from reviewers on any cases in which concerns arise. All investigations with human subjects must be conducted by following the tenets of the <u>Declaration of Helsinki</u>. Authors must identify the Committee or Institutional Review Board approving the experiments and provide a statement indicating approval of the research. If applicable, information on research ethics and/or approval by the Institutional Review Board should be given in the Methods section. The work described in your article must have been also performed in accordance with the <u>Uniform Requirements for Manuscripts Submitted to Biomedical Journals</u>.

In addition, information on research ethics should also be given in the <u>Template for Ethical and Legal Declarations</u>, if required for submission. Please make sure that the information in the manuscript matches the information in the template.

#### Authorization for the use of experimental animals-Research ethics

Manuscripts that contain information on the use of animals should clearly state that the research has complied with all relevant national regulations and institutional policies and has been approved by the authors' Institutional Review Board or any equivalent committee. Copies of the guidelines and policy statements must be available for review by the Editor, if necessary. The Editors reserve the right to seek additional information or guidance from reviewers on any cases in which concerns arise. The research using animal subjects should be conducted according to the Principles of Laboratory Animal Care and similar documents (e.g. NIH). For manuscripts reporting experiments on live vertebrates or higher invertebrates, authors must identify the Committee approving the experiments, and must confirm that all experiments were performed in accordance with relevant regulations.

If applicable, information on research ethics and/or approval by the Institutional Review Board should be given in the Methods section.

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If a study did not require human or animal ethical approval, a corresponding statement should be given in the Methods section. In addition, this statement should also be given in the <u>Template for Ethical and Legal Declarations</u>, if required for submission. Please make sure that the information in the manuscript matches the information in the template.

#### **Informed consent**

The <u>Protection of Privacy</u> is a legal right that must not be infringed without individual informed consent. In cases where the identification of personal information is necessary for scientific reasons, authors should obtain full documentation of informed consent, including written permission from the patient or their legal guardians prior to inclusion in the study. The following (or similar) statement should be given in the Methods section: *Informed consent was obtained from all individuals included in this study*.

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In view of research integrity, authorship is generally confined to an individual who

- 1. has made a substantial intellectual or practical contribution to the conception or design of the project or the acquisition, analysis, or interpretation of data for the work of a publication AND
- 2. has drafted the work or reviewed/revised it critically for important intellectual content AND
- 3. has agreed to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved AND
- 4. has approved the final version to be published.

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We do not accept submissions that name Large Language Models, such as ChatGPT, Artificial Intelligence (AI) and Machine Learning Tools as credited author(s) on a manuscript because such tools cannot take responsibility for the submitted work and therefore cannot be considered as eligible authors.

Authors must declare their responsibility for the entire content of the manuscript and may indicate the individual contributions of each author, if applicable. The information on author contributions should be given in the <u>Template for Ethical and Legal Declarations</u>, if required for submission.

#### **Conflict of interest**

A conflict of interest for a particular manuscript exists when a participant in the peer review and publication process – author, reviewer, and editor – has ties to activities that could inappropriately influence their judgment, regardless of whether the judgment is actually affected. Financial relationships with industry (for example, employment, consultancies, stock ownership, honoraria, patent applications, expert testimony, grants, and other funding), either directly or through immediate family, are usually considered the most important conflicts of interest. However, conflicts can occur for other reasons, such as financial support of the study, ties to health insurance, politics or other stakeholders, personal relationships, academic competition, and intellectual passion. To ensure fair and objective decision-making, authors must declare any associations that pose a conflict of interest (financial, personal, or professional) in connection with the manuscript under evaluation.

The conflict-of-interest statement should be given in the <u>Template for Ethical and Legal Declarations</u>, if required for submission.

#### Research funding

Funding sources should be in the <u>Template for Ethical and Legal Declarations</u>. When the study benefitted from funding through an unrestricted grant or other resources provided to a university, college, other research institution, or an individual author, state the name of the institute or organization that provided the funding along with the grant number, if applicable.

If no funding was provided for the research, the default statement will be set in place: None declared.

#### Clinical trial registration

If applicable, the universal trial number (UTN) must be specified. A UTN is a unique number generated by WHO for each clinical trial registered in one of the WHO primary registries. It is intended to facilitate study identification and is displayed on the WHO International Clinical Trials Registry Platform (ICTRP) search portal. The UTN should be included in the Template for Ethical and Legal Declarations.

#### Preparation of manuscript

#### Title page information

Please provide the following information on the first page of your manuscript during the submission process:

Author names

Write at least one given or one middle name and the family name in full. For all other names, initials are sufficient. List authors in the order you want them to appear in the final version. Indicate the corresponding author by using an asterisk "\*" after the family name. Only one author can be designated as corresponding author. Please use author footnotes to further distinguish authorship.

Kindly stick to the wording as in the examples below:

- [Full name author A] and [full name author B] contributed equally to this work.
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If you include the name of a group or consortium in your author list, please clearly identify the group members. Please note that as per the publisher's policy, no changes to the author list are permitted after acceptance of a manuscript.

Title and short title

Provide a descriptive, concise and comprehensible main title with no more than 75 characters (including blanks) as well as an abbreviated form of the main title (short title). The short title will be displayed on the top of each page of the final version (running head). Subtitles are allowed.

The article title and short title should be in sentence case. Use lowercase letters after colon.

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For the corresponding author supply the following details: email address, department, institution, street, city, postal code and country; for all other authors department, institution, city, and country are mandatory. Please also provide all details concerning the current institutional affiliation in case you changed affiliation during the manuscript preparation and publication process.

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• Please also indicate the word count, number of tables and figures, and whether your manuscript contains supplementary material.

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If applicable for your manuscript type, please make sure to fill in the <u>Template for Ethical and Legal Declarations</u> and upload it upon submission of your manuscript (see section "<u>Ethical conduct of research</u>"). The statements will be placed between the main text and the reference list in the final typeset article. Make sure that the information you might give in the manuscript matches the information in the template. The statements from the template will be the ones placed in the designated section of the final typeset article.

#### Studies dealing with diagnostic accuracy

Please refer to the 2015 Standards for Reporting of Diagnostic Accuracy checklist (STARD).

#### Systematic reviews and meta-analyses of randomized controlled trials

Please refer to the Preferred Reporting Items for Systematic Reviews and Meta-Analyses statement (<u>PRISMA</u>). Authors must include a suitable PRISMA flow chart in their submission. The flow diagram depicts the flow of information through the different phases of a systematic review. A template of the PRISMA flow diagram is available here as a PDF and Word document.

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The publisher provides a technical editing of manuscripts. This includes ensuring the consistency of dates, lists, figure and table captions, in-text citation; the consistency of headlines and footnotes; the consistency in reference style; checking the text for completeness concerning references, cross-references and footnotes; a mechanical edit for grammar, punctuation and consistent treatment of terms (spelling, grammar, style); checking the quality of figures. Any additional copyediting needs to be taken care of by the authors.

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All manuscripts must be written in clear and concise English. Please use British or American English consistently. If you have reasons to doubt your proficiency with respect to spelling, grammar, etc. (e.g., because you are not fluent in English, then you may wish to employ – at your expense – the services of a professional language editor.

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Please see the **Submission Checklist** for detailed information on length and structure of specific article types.

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Give a concise summary of your article in an abstract of max. 250 words in a single paragraph. As abstracts are published separately by abstracting and indexing services, please spell out abbreviations at first use and do not include footnotes, tables, figures or equations. Avoid using references. If it is essential to use a reference in the abstract, please expand it as per journal reference style.

Abstracts are to be structured with the following headings:

- Research articles; Short Communications: Objectives; Methods; Results; Conclusions
- Case reports: Objectives; Case presentation; Conclusions
- Reviews and Opinion Papers: Can be unstructured or structured. If you submit a structured abstract, please structure it by using the following headings: Background; Content; Summary; Outlook

#### Keywords

Keywords are used by abstracting and indexing services search engines to facilitate finding your paper. Together with the title and abstract of your paper, they are a key tool enabling readers to find your paper and for increasing citations.

Supply 3–6 specific keywords in lower case, separated by semicolon. These can be single words, but also short phrases representing the content. Make sure to select precise and concise keywords to your field or sub-field of research. Avoid jargon, abbreviations, and special characters.

#### **Headings**

Your manuscript should be subdivided into sections (and, if necessary, subsections). These sections should be labeled with headings in a consistent format and with a clear hierarchy of section headings. Limit your subsections to a maximum of four levels. For subdivided sections ensure that they have at least two subheadings on one level. Headings do not have an end period.

Headings should be un-numbered and in sentence case. Use lowercase letters after colon. Please clearly indicate the section headings hierarchy by using e.g., different font size, colors.

#### References

Please adhere strictly to the reference style of *DX* as outlined in the Reference Style Sheet at the end of this document. The style sheet provides examples for different types of citations in the text as well as for different bibliographic items in the reference list. Please note: All references mentioned in the reference list must be mentioned in the text, and vice versa.

#### Figures and figure captions

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