

Information for the authors

1. INTRODUCTION

Revista de Osteoporosis y Metabolismo Mineral (ROMM) is a Spanish scientific journal established in 2009. Until then, and since 1993, the society's journal had been the *Revista Española de Enfermedades Metabólicas Óseas* (REEMO). ROMM serves as the means of dissemination for the Spanish Society of Osteoporosis and Mineral Metabolism (SEIOMM) and the Ibero-American Society of Osteoporosis and Mineral Metabolism (SIBOMM). The journal reflects the spirit of the Society, which has always been the multidisciplinary approach to understanding processes affecting bone tissue and mineral metabolism from both clinical and basic perspectives.

ROMM publishes original articles, review articles, continuing education articles, discussion of case reports, editorials, scientific images, and letters to the editor. Manuscripts are accepted in Spanish and English. However, articles received in Spanish will be translated into English in their electronic format and made freely available through the journal's website. The journal is indexed in various databases such as Scopus, Web of Science, Scielo, DOAJ, ERIHPLUS, Redalyc, IBECs, Embase, Open J-Gate, Free Medical Journals, American Society of Scientific Research (SIRC), Google Academic, Medes, AZ3, e-revist@s, WorldCat, Latindex, EBSCO, Medic Latina, Dialnet, Safetylit, Mosby's, Emcare, Academic Keys, CRUE, Hinari, REDIB, Emerging Sources Citation Index, British Library, and ROAD.

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www.revistadeosteoporosisymetabolismomineral.com

2. MANUSCRIPT SUBMISSION

Manuscripts can be submitted, in Spanish or English, electronically through the website www.revistadeosteoporosisymetabolismomineral.com donde el autor encontrará toda la información necesaria para el envío. El autor para correspondencia podrá hacer un seguimiento, en todo momento, del proceso de revisión del artículo a través de este sistema.

Two different versions of the text will be submitted: one anonymized for peer review and another one with precise author references and identification. The "anonymous version" must include the article title, abstract, text, references, figures, and tables. However, special attention should be paid to ensuring that no personal names, centers, or cities are mentioned within the manuscript. Acknowledgments or funding cannot appear either.

All accepted original articles become the permanent property of *Revista de Osteoporosis y Metabolismo Mineral* and cannot be reproduced in part or in its entirety without permission from the journal's Editorial Office. Previously

published or concurrently submitted works to another journal will not be accepted. All articles must be accompanied by a **cover letter** explaining the type of article being submitted, the ROMM section in which it is desired to be published, its contribution and relevance within the field of mineral metabolism and diseases or processes involving skeletal affectation, as well as a declaration that it is an original text not under evaluation by any other journal, and a declaration of any conflicts of interest or financial relationships. Additionally, the cover letter should indicate the contribution of each author to the submitted work (design, fieldwork, data analysis and interpretation, writing, and reference search, etc.).

3. SECTIONS

- Editorials.** Generally, editorials are written at the request of the Editorial Committee on a current topic. They usually have an approximate length of 1000 words and a maximum of 15 bibliographic citations.
- Original articles.** Original research articles or experimental studies of any type related to bone mineral metabolism will be considered original. Clinical trials should preferably be prospective. The maximum length will be 5000 words, excluding references and abstract (maximum, 250 words), 7 tables and/or figures, and 40 bibliographic citations maximum.
- Originals, or Brief Communications.** Short clinical or experimental articles of no more than 3000 words will be considered brief communications, presenting original and significant material for rapid dissemination, focusing on a specific aspect of a problem or a new finding expected to have significant impact. It should contain an abstract (no more than 100 words), a main body with the same divisions as original articles, and references. If figures or tables are required, a maximum of 3 combined figures or tables will be accepted.
- Works with Negative Results.** The publication of works with negative results, like other works accepted by ROMM, is essential for research to move forward. Many journals, however, reject studies that seek to disseminate their negative or inconclusive results because the work is not considered impactful enough. On the contrary, ROMM wants to have a section for this type of work, as we consider that it can contribute to the field regardless of its impact. Works published in this section may follow the guidelines of original work or brief communication.
- Methodological Protocols.** Abstracts will include a maximum of 100 words and must answer the following questions: What is the purpose of the described technique? and What is it good for? If a protocol already exists, improvements should be indicated, along with the main obstacles or challenges.

6. Reviews. Currently, except for exceptions, the journal's policy is to commission reviews. However, articles with systematic literature evaluations using pre-designed search criteria (and, if possible, evidence grading), rather than just narrative reviews, are better suited for our journal, especially if the review author has publications on the subject matter. If you ultimately decide to submit an article to this section, even if it has not been commissioned, you should be aware that articles for this section, like the rest, must be managed through the journal's platform; these articles will undergo peer review, so they can be rejected outright, accepted, or minor or major revisions can be requested too. Length should not exceed 4000 words, excluding abstract and references. A maximum of 7 figures and/or tables will be accepted.

7. Special Articles. This section will include all documents and articles that can make a scientific contribution to the field of bone mineral metabolism and whose characteristics do not allow their inclusion in any of the previous sections of ROMM. The Editorial Committee will decide how to publish these documents and reserves the right to change them to fit the journal's format. Articles related to bone disease and mineral metabolism, which due to their characteristics cannot be considered for the Originals or Reviews section, will be included here. Similarly, this section will include articles of continuing education, whose structure will be free. The maximum text length will be about 4000 words, but this can be agreed upon with the editorial committee. Up to 6 figures or tables will be accepted. It is essential to include an abstract with a length that cannot exceed 200 words.

8. Case Reports. Description of one or more clinically exceptional cases that represent an important contribution to the knowledge of bone mineral metabolism. It may be accompanied by literature critical review. The maximum length should be 2000 words, excluding abstract (maximum, 150 words), and references. Two to 4 figures and/or tables will be accepted, and 15 bibliographic citations maximum.

9. Osteology Images. Representative image illustrating a skeletal disease. The image may be accompanied by a brief explanation without implying a case report format. This section will accept images (radiological, anatomopathological, clinical, etc.), up to a maximum of 4, related to the field of Osteology and mineral metabolism. To be considered for publication, images must be high resolution and original, not published elsewhere. Up to 2 authors can be credited for each image.

10. Letters to the Editor. This section will publish letters on works previously published in ROMM that provide opinions, observations, or experiences that can be summarized in a brief text.

Other sections. The journal includes other sections (Clinical Practice Guidelines and Working Groups from different Societies such as SEMI, SER, or SEIOMM) whose works are commissioned by the Editorial Committee.

4. MANUSCRIPT DRAFTING

Manuscripts should be written in Spanish or English. The complete manuscript text, from the title page to the references, must be included in a Word document with numbered pages. Only common abbreviations from the field of Medicine will be used. Abbreviations in the title and abstract of the work should be avoided. The first occurrence of an abbreviation

should be preceded by the full term it refers to, except for common measurement units, which will be expressed according to the International System. The following information should be included in the manuscripts and arranged as follows: title page and authors, abstract page and keywords, main text (introduction, materials and methods, results, discussion, and references), tables, and figures. If necessary, tables and figures can be included in another attached file, in TIFF, EPS, JPEG, or GIF format, with their respective titles and numbering.

5. PRESENTATION AND STRUCTURE OF THE MANUSCRIPTS

Submitted manuscripts should comply with 1 of the following sections:

5.1. Cover page. On the first page of the article, the following information needs to be provided in the order listed: article title, which should be brief, clear, informative, and adequately describe the content of the work; full name and surnames of all authors; full name and address of the workplace and correspondence address, and other specifications when necessary (conflicts of interest, funding, clinical trial registration, etc.). Additionally, the full name, e-mail address, and postal address of the corresponding author should be included separately. This author will also be responsible for proofreading and all communication related to the article. Any grants or financial support, as well as a declaration of each author's conflicts of interest, should also be included, along with compliance with the principles of the Helsinki Declaration on clinical trials; and, if applicable, a declaration of compliance with regulations regarding the care and use of experimental animals. Line numbers should be included in the entire text from this title page to the end of the manuscript.

5.2. Abstract. The structured abstract should appear on the second page of the manuscript, with a maximum length as specified in each section. It should: *a)* be understandable without the need to partially or fully read the article; *b)* be written in concrete terms, developing the essential points of the article; *c)* reflect the general outline of the article in miniature; and *d)* not include material or data not cited in the text. In articles for the Original articles section, it will be structured into the following sections: Introduction, Objectives, Materials and methods, Results, and Conclusions. The Objectives will indicate the fundamental purpose of the work; Materials and Methods will explain the study design, diagnostic test evaluation criteria, temporal direction (retrospective or prospective), patient selection procedure, inclusion and/or exclusion criteria, and the number of patients who start and finish the study. If it is an experimental study, the number and type of animals used should be indicated; Results will consist of the most relevant and significant study results, as well as their statistical evaluation; and Conclusions, where those directly based on the data obtained, along with their clinical applicability, will be mentioned. Equal emphasis should be given to both positive and negative findings with similar scientific interest. In articles for the Case Reports section, it will be structured into: Introduction, Case report, and Discussion.

5.3. Keywords. A total of 3 to 6 keywords will be assigned according to the MeSH of Index Medicus/MEDLINE, available at: <http://www.nlm.nih.gov/mesh/>

5.4. Manuscript body

5.4.1. For Editorials: Editorials will be commissioned by the Editorial Committee. They may be signed by a maximum of 2 authors and will have an approximate length of 1000 words and a maximum of 15 bibliographic citations.

5.4.2. For Original Articles: Introduction, Material and methods, Results, and Discussion.

- Introduction: it should be as brief as possible, providing the necessary information for the reader to understand the following text. The objectives of the work should be clearly stated, summarizing its rationale without extensively reviewing the topic. Only strictly necessary references should be cited.
- Materials and Methods: the study type, selection criteria, and techniques used should be indicated, giving enough details for the study to be replicated based on this information.
- Results: observations made with the materials and methods used are presented, without interpretation, in a logical and consistent sequence in the text and in tables and figures. Data may be shown in tables or figures, but not simultaneously in both. Important observations should be highlighted in the text without repeating all the data presented in the tables or figures. The presentation of results should not be mixed with their discussion.
- Discussion: Authors should highlight the new and important aspects contributed by their work, and present conclusions based on the observations obtained in the Results section. Authors should emphasize: 1) the significance and practical application of the results; 2) considerations on potential methodological inconsistencies and reasons why the results may be valid; 3) the relationship with similar publications and comparison between areas of agreement and disagreement; and 4) indications and guidelines for future research. Authors should emphasize the concordances or discordances of their findings and their limitations by comparing them with other relevant studies identified through respective bibliographic citations. Finally, the conclusions obtained should be related to the study objectives as stated in the introduction. Conclusions unsupported by findings should be avoided, as well as supporting conclusions with unfinished work. If necessary, authors may propose new hypotheses, but these should be clearly identified as such. Authors may propose recommendations when appropriate.
- Acknowledgments: When necessary, individuals, centers, or entities that have collaborated or supported the work should be cited. In addition to the full version of the text (with authors and centers), a “blind” version of the article should be submitted in which the names of the authors or the work centers do not appear, neither below the title nor within the text. This “blind” version will be sent for peer review. This “blind” version should not include Acknowledgments or Funding, nor any other data that could identify the authorship of the manuscript.

5.4.3. For Reviews: Review articles will be requested by the editors. Only in exceptional cases will the Editorial Committee consider material not previously commissioned. In this case, authors must send a letter of motivation to osteoporosis@grupoaran.com before writing the review article. In any case, all review articles undergo the same peer review and editorial process as original articles. They should include: an abstract, sections considered by the authors (depending on the topic), and conclusions.

5.4.4. For Case reports: Introduction, Case report, and Discussion.

- Introduction: similar to original articles, it should be as brief as possible and provide the necessary explanation for the reader to understand the following text.
- Case report: the case or cases treated in the article should be concisely presented, explaining their relevance.
- Discussion: the resolution of the case and a brief comment on the treated disease are presented.

5.4.5. For Letters to the Editor: manuscripts should be submitted without an abstract and with non-structured text in sections.

5.5. Manuscript references

It will be presented by order of appearance in the text with corresponding sequential numbering. The text will always include the sequential numbering of the citation in parentheses. Only citations considered important and read by the authors will be included. The bibliographic citation style will follow the Vancouver style developed by the ICMJE, available at https://www.nlm.nih.gov/bsd/uniform_requirements.html. Accepted but yet unpublished originals will be included in the References section as [in press] (in brackets).

5.6. Images in the manuscript

Photographs will be carefully selected, ensuring they are of good quality (minimum 300 pixels/inch and 8 cm wide), and must be submitted in a format that can be modified. Those that do not contribute to a better understanding of the text will be omitted. Photographs and graphics will be sequentially numbered with Arabic numerals, collectively referred to as figures. If photographs or patient data are reproduced, they must not be identifiable to the subject. In all cases, authors must have obtained the prior written informed consent from the patient authorizing their publication, reproduction, and dissemination in print and online in *Revista de Osteoporosis y Metabolismo Mineral*. Additionally, authors are responsible for obtaining the necessary permissions to reproduce previously published material (text, tables, or figures) in ROMM.

5.7. Tables in the manuscript

Tables will be presented at the end of the manuscript, after the References section, on separate pages that should include a) table numbering in Roman numerals; b) corresponding statement (title); and c) one table per page. Tables should be clear and without corrections; acronyms and abbreviations should always be accompanied by an explanatory footnote. If a table spans more than one page, the headings will be repeated on the following page. Tables should be in Word format.

6. MANUSCRIPT REVIEW PROCESS

Manuscripts will be submitted through www.revistadeosteoporosisymetabolismomineral.com, assigning them a reference number. This number must be used in all communications with the editorial office. Once the articles have been validated (all required documents need to be submitted and necessary forms need to be filled out), they will undergo the evaluation process conducted by the journal's Editorial Board. Inquiries regarding manuscripts and the editorial process can be made through the journal's website. The Editorial Board may reject an article for publication in the journal without the need for peer review if it is unlikely to be accepted. The evaluation will be anonymous, and the names of the authors and their affiliations must not appear in any of the documents ("blinded article"): the article will be sent to, at least, 2 reviewers who will give their assessment within a month. After the review, the article may be accepted, or revisions may be requested, specifying the necessary changes in each case (deadline: maximum of 2 months for major revisions and 21 days for minor revisions). In the latter case, after re-evaluating the revised manuscript, the Editorial Board will issue a new response. To facilitate the work of the Editorial Board, authors will underline the requested changes made in their manuscript and will also send, in this 2nd round, an anonymous letter explaining the corrections made. Once the article has been accepted and prior to its publication, the corresponding author will be sent the proof of the article. This must be carefully reviewed, any errors noted, and corrected proofs returned through the platform within a maximum of 48 hours. After this period, if no response has been received from the corresponding author regarding the proofs, they will be considered validated by the author and the journal will publish them according to the proof sent for correction. The requested corrections must be minimal; only changes related to syntax and semantic comprehension of the text will be accepted. The Editorial Board reserves the right to accept or reject the corrections made by the authors in the proof.

7. AUTHOR GUARANTEES AND RESPONSIBILITY

By submitting a manuscript to the journal, the author guarantees that all material submitted for publication is original and has not been previously published or simultaneously submitted to any other journal for publication. Additionally, the author guarantees that the work complies with Data Protection legislation and that prior written informed consent has been obtained from patients, or their relatives for publication.

8. RESPONSIBILITIES AND ETHICAL CONSIDERATIONS

When experiments involving humans are described, it should be indicated whether the procedures complied with the ethical standards of the Institutional Review Board (institutional or regional) and in accordance with the World Medical Association and the Declaration of Helsinki (www.wma.net/en/30publications/10policies/b3/). Names, initials, or hospital numbers cannot be used, especially in figures. When experiments on animals are described, it needs to be indicated whether the guidelines of an international research institution or council, or a national law regulating the care and use of laboratory animals, have been followed.

Regarding authorship, only those individuals who meet each of the following requirements should be listed as authors:

1. Participated in the conception and execution of the work resulting in the article in question.
2. Participated in the writing of the text and its revisions.
3. Approved the final version to be published.

9. ETHICS IN PUBLICATIONS: CONFLICTS OF INTEREST

Potential conflicts of interest of the authors should be disclosed on the title and author page. Authors of the works should disclose any relationship they may have with any organization with a direct or indirect financial interest in the subject matter or materials related to the manuscript that could influence the published work. In case of doubt about what might constitute a conflict of interest, authors should report all potential conflicts. This also applies to authors of both editorials and reviews. Information on the potential conflicts of interest will be provided to the reviewers and published at the discretion of the Editorial Board.

10. USE OF ARTIFICIAL INTELLIGENCE (AI)

It must be stated on the first page of the article if AI or other AI-based technologies have been used in its writing process. If used, the name of the A.I. utilized and the purpose or parts where it has been used must be specified. Authors will assume full responsibility for the content of the publication.

11. INFORMED CONSENT

Authors must mention in the Methods section that the procedures used in patients and controls were performed after obtaining informed consent. If photographs or patient data (including names, initials, or hospital names) are reproduced, they must not be identifiable. In all cases, authors must have obtained prior written informed consent from the patient (or parent or guardian in the case of minor patients) authorizing their publication, reproduction, and dissemination in print and online media. Likewise, authors must declare that they have followed the protocols established by their respective health care centers to access health records data for the purpose of conducting this type of research/dissemination publication for the scientific community.

12. SCIENTIFIC FRAUD

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