

## GUIDELINES FOR SUBMITTING AN INTERACTIVE CASE STUDY

The guidelines and requirements for submission of an interactive case study are summarized below. The interactive format is designed to lead a reader through all or part of an author's decision-making process in a clinical case.

The SVM Interactive Case consists of a series of interactive question-and-answer modules. Each module contains a brief introductory paragraph, a question about the best next step to take, and four possible (and plausible) answers to the question. Physicians often face the challenge of deciding between competing options with each having its own advantages and disadvantages. After the reader chooses one of the possible answers, the author provides the reader with a detailed one- to two-paragraph explanation for the best answer and a brief explanation of why the other options are incorrect or less preferred.

Possible subject matter for an interactive question and answer module includes:

- What is the reader's initial hypothesis about the patient's condition and/or treatment strategy for this patient?
- Should the reader perform additional diagnostic tests? If so, which ones?
- Given results from one or more diagnostic tests, what should be the next course of action?
- Within the process of treating a patient, how would the reader respond to a particular complication?
- What follow-up protocols and associated medical therapies should the reader offer after discharge from the procedure?

### INTERACTIVE CASE FORMAT

**General Requirements.** All cases should be submitted via e-mail to [editor@vascularmed.org](mailto:editor@vascularmed.org). The case study text must be delivered in Microsoft Word format with all required information and case study sections clearly labeled. Images or video clips should be submitted to support the interactive case study text. Reference to the images and videos should be placed in the text to ensure their proper placement. Image filenames should be referenced with Arabic numerals corresponding to the text references. Images should not be embedded within the text.

**Author Information.** The following information is required to properly identify and correspond with the author(s): the name of physician(s) submitting the case, author's title, medical specialty, hospital affiliation, e-mail address and phone number. The SVM requires that author(s) disclose any grants or funds received related to the case study. Please provide

a photograph (when possible) and brief (3 – 4 sentences) biographical statement for each author.

**Title.** Title of interactive case study.

**Introduction.** Briefly outline clinical dilemma or controversy.

**Clinical history.** Present essential clinical information (HPI, relevant medical history, physical exam findings and lab tests)

**Diagnosis/Treatment/Procedure section.** This section includes three or four interactive question and answer modules. Each element of the interactive question and answer module is comprised of a question with four (4) potential answers. Example:

What test would you perform next?

- A. (possible, but wrong, next step)
- B. (best answer, the author's next step)
- C. (possible, but wrong, next step)
- D. (possible, but wrong, next step)

**Rationale for the Answers.** This element of the interactive question and answer module provides the reader with a one-two paragraph explanation for the best answer and a brief explanation of why other answers are incorrect or less preferred. Example:

- Why B is best (one-two paragraphs)
- Why A is incorrect/less preferred (brief statement)
- Why C is incorrect/less preferred (brief statement)
- Why D is incorrect/less preferred (brief statement)

Following each interactive element, include a short paragraph to transition from the last interactive question and answer module, or to provide some additional information about the case study.

**Location and Date.** Please include the performance location and date of the case.

**References.** Up to 10 citations may be provided. Only articles that have been published or are in press may be included. They should be numbered in the order in which they appear in the text, and should be given in the 'Vancouver style' (see (1) below). In summary, for articles give names and initials of all authors (unless seven or more, in which case give the first three only then et al.), the title of the article, the journal title abbreviated according to Index Medicus, year of publication, volume number and first and last page number; for chapters in books give authors, chapter title, editors of the book, the book title, place of publication, publisher, year of publication and first and last page number. For examples, see below (2-4).

1 International Committee of Medical Journal Editors. Uniform requirements for manuscripts submitted to biomedical journals. JAMA 1993; 269: 2282-86.

2 Lowry S, Smith J. Duplicate publication. Br Med J 1992; 304: 999-1000.

3 Huff D. How to lie with statistics. London: Penguin, 1991.

4 Wade OL. Research ethical committee. In: Duncan AS, Dunstan GR, Welbourn RB eds. Dictionary of medical ethics, second edition. London: Darton, Longman and Todd, 1981: 371-74.

## **SVM POLICIES AND SUPPORTING MATERIALS**

**Images and Illustrations.** All cases must include a minimum of two images to support text materials. Submit images as electronic files in .jpeg format. The images must have a resolution of 72 pixels per inch and not exceed a width of 510 pixels.

The image filenames must correspond with the references, in Arabic numerals (for example, fig. 1) within the text of the case study.

**Videos.** To submit a video for inclusion with your case study, please upload your video to your personal YouTube account and include a link to it with your submission.

**Ownership of Case Study.** Case studies selected for publication become the property of the Society for Vascular Medicine (SVM). They may not be published or reproduced in whole or in part without the written permission of the SVM.

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### **Editors and Publisher Waiver of Responsibility.**

Statements and opinions expressed in the case studies are those of the authors and not necessarily that of the editors or publisher. The editors and publisher disclaim any responsibility or liability for published material.

**Patient Consent.** Images of identifiable persons must be accompanied by signed releases from the patient(s) or from both living parents or guardians of minors. Similarly, consent must be obtained if a person can be identified through the text of a case study.

**Citation of Case Studies.** Case Studies published on the SVM website should be cited as follows:

Davis M, Dean SM. "Cryptic Foot Nodules in a Patient with Klippel-Trenaunay Syndrome." [http://www.vascularmed.org/case\\_studies/case.cfm?id=185](http://www.vascularmed.org/case_studies/case.cfm?id=185) (accessed June 1, 2008).

### **COPYRIGHT TRANSFER AND AUTHORSHIP RESPONSIBILITY**

All case studies must be submitted with the following signed statements by the authors. For your convenience, a preformatted statement is attached.

"The undersigned author transfers, assigns, or otherwise conveys all copyright ownership of the Case Study to the Society for Vascular Medicine in the event the case study is published on the SVM Web site."

"The undersigned author warrants that the case study is original in form and substance, a case study of similar content has not been published in print or digital medium under my authorship, does not infringe on any copyright or other proprietary right of any third party, and is not under consideration by another publisher or journal."

"The undersigned author certifies that I have made a direct and substantial contribution to the work reported in the case study. I have participated to a sufficient degree to take public responsibility for the work and believe the case study describes truthful facts."

### **SUBMISSION OF CASE STUDY**

All Case Studies should be submitted via e-mail to [editor@vascularmed.org](mailto:editor@vascularmed.org). Supporting materials may be submitted by e-mail or mail to the following address:

SVM Editor  
Society for Vascular Medicine  
111 Deer Lake Road, Suite 100  
Deerfield, IL 60015 USA  
[casestudies@vascularmed.org](mailto:casestudies@vascularmed.org)  
847-480-2961  
Fax: 847-480-9282

## **Copyright Transfer and Statement of Authorship Responsibility**

Case Study Title:  
Corresponding Author Name:  
Mailing Address:  
Telephone:  
E-mail:  
Additional Authors:

The signature below confirms compliance with the following statements:

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“The undersigned author transfers, assigns, or otherwise conveys all copyright ownership of the case study to the Society for Vascular Medicine in the event the case study is published on the SVM Web site.”

### **ORIGINALITY**

“The undersigned author warrants that the case study is original in form and substance, a case study of similar content has not been published in print or digital medium under my authorship, does not infringe on any copyright or other proprietary right of any third party, and is not under consideration by another publisher or journal.”

### **AUTHORSHIP RESPONSIBILITY**

“The undersigned author certifies that I have made a direct and substantial contribution to the work reported in the case study. I have participated to a sufficient degree to take public responsibility for the work and believe the case study describes truthful facts.”

Must be signed by lead author.  
Author Date

Return to:  
Patricia Sullivan  
Society for Vascular Medicine  
111 Deer Lake Road, Suite 100  
Deerfield, IL 60015 USA

847-480-2961  
Fax: 847-480-9282