

# Formulary

A peer-reviewed drug management journal  
For managed care and hospital decision-makers

## INFORMATION FOR AUTHORS

*Formulary* is a peer-reviewed journal for members of formulary (P&T) committees and other clinicians and administrative personnel involved in drug decision-making and drug management activities within hospitals, HMOs and managed-care settings, PBM companies, and long-term care and government settings. Since our readers make the crucial decisions about the drugs used within their organizations, they look to us for information on current trends in therapeutics, rational prescribing, drug use control, and other pharmaceutical and formulary management concerns.

### **FINANCIAL DISCLOSURE STATEMENT**

Authors of manuscripts submitted for publication consideration that involve drug or drug-related products must advise the editor-in-chief in writing of any financial interest—including, but not limited to, consulting or speaking fees, honoraria, grants, and royalty fees, including those received from intermediaries (eg, communication companies, advertising agencies)—associated with the manufacturer of the drug. A financial disclosure form is required for each author/co-author of the manuscript. Disclosure statements can be obtained from the editorial office or via the journal's web site at [www.formularyjournal.com](http://www.formularyjournal.com) (under "For Authors," then "Forms for Authors" on the left-hand column on the home page).

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### **FORM W-9**

A form W-9 is required to be completed and signed by all authors receiving payment for the article. Form W-9s can be obtained from the editorial office or via the journal's web site at [www.formularyjournal.com](http://www.formularyjournal.com) (under "For Authors," then "Forms for Authors" on the left-hand column on the home page).

### **SUGGESTED ARTICLE TOPICS**

*Formulary* is accepting tightly focused articles (see article text under manuscript preparation for details) on the following topics:

- Disease state management reviews with a focus on pharmacotherapeutic options
- Drug class reviews
- Successful strategies to contain costs of specific drugs or drug classes
- Process-oriented articles that describe how to maintain an effective formulary system
- Commentaries on how the structure and role of P&T committees are changing, especially with regard to expansion of "traditional" responsibilities
- Drug use evaluations
- Outcomes research
- Pharmacoeconomic evaluations of drugs
- Continuous quality improvement, total quality management, and quality assurance issues in formulary management
- Use of electronic information systems to streamline drug data collection and analyses and drug management activities
- Update articles on the use of drugs in important subpopulations for which the evidence strongly supports such uses

Drug and drug class reviews should contain pertinent information related to formulary considerations, including a comparison of relevant data related to clinical effectiveness and efficacy, side effect profiles, and regimens. Comparative drug studies should include numbers of study participants, specific drug-associated results, and the statistical significance of those results (ie, *P* values and confidence intervals). Additional data to consider are specific results related to morbidity and mortality and quality-of-life measures. Pharmacoeconomics studies that are especially valuable are those that evaluate the effect of a drug on the overall healthcare costs to the hospital or managed-care organization.

Articles that contain a disease state guideline or a critical care pathway should have recommendations for first- and second-line pharmaceutical agents and discuss the rationale for those recommendations.

#### **OTHER ACCEPTED SUBMISSIONS**

Articles from drug therapy-related bulletins and newsletters may also be submitted for publication consideration following receipt of appropriate permissions. Letters to the editor are also invited. Acknowledgment of receipt of such communications shall be made only if accepted for publication.

#### **MANUSCRIPT PREPARATION**

In general, *Formulary* follows the editorial style detailed in the *American Medical Association Manual of Style*, 10th ed.

##### ***Manuscripts should be prepared as follows:***

- **Title page.** Include only the title and subtitle of the paper.
- **Author page.** List only those individuals who substantially contributed to the preparation of the paper. For each author, include name, highest academic degree(s), and institutional affiliations. If the article was written while an author was at a different facility, include that affiliation. Names of persons to be acknowledged also should be provided. At the bottom of the page, list the corresponding author with full mailing address as well as telephone and fax numbers and email address.
- **Abstract.** A 100- to 150-word abstract summarizing the salient points of the article should be submitted with the manuscript. This should include the rationale, a brief description of methods, key results, and conclusion. Do not cite references in the abstract.
- **Article text.** Articles should be 2,500 to 6,000 words, *including* references, figures, and tables. Clearly identify headlines and subheads. Tables and figures should be prepared on separate pages at the end of the manuscript. Ideally, the number of references should not exceed 30 to 40. See below for specific information on how to submit manuscripts and what documents must be included; initial submission by email is encouraged (mmulligan@advanstar.com).
- **Tables.** We encourage authors to develop tables. Types of tables to consider include those comparing clinical trials, drug characteristics, doses and regimens, guidelines for therapeutic uses, pharmacoeconomics outcome data, and new drugs in development for a particular disease. Each table should be numbered and called out in the text. Tables should have titles. List all abbreviations, notes, and references at the bottom of each table. According to AMA style (10th ed), table footnotes should be indicated with superscript lowercase letters in alphabetical order (a–z).
- **Figures.** Figures should be of good quality for reproduction, preferably submitted as a glossy, black-and-white or color print. Captions are needed for all figures. Write the number of each figure and the caption with a soft-tipped indelible marker on the back of the illustration or photograph.
- **Permissions.** Authors are responsible for securing any necessary permissions to publish a figure or table. Copies of the permissions must be included when manuscripts are submitted.
- **Abbreviations.** All abbreviations should be written out initially and followed with the abbreviation in parentheses. Periods should not be used with any abbreviations (AMA style).
- **Drug nomenclature.** Refer to drugs by their nonproprietary names. Pricing information should be included whenever possible.

#### **REFERENCES**

Adequate documentation is required. References should be sequentially numbered in the text and listed at the end of the article in numerical sequence. Authors are requested to limit the number of references to 30 to 40, as previously mentioned. In references, the names of all authors should be listed (last name followed by first initials, without periods) unless there are more than 6. In this case, list the names of the first 3 authors followed by et al. Journal abbreviations should be the same as those used in *Index Medicus* and *International Pharmaceutical Abstracts*. Before submission, please remove all remnants of reference numbering programs (eg, EndNote).

**Style references as follows:**

**Journal Reference**

1. Ranier S, Thomas D, Tokarz D, et al. Myofibrillogenesis regulator 1 gene mutations cause paroxysmal dystonic choreoathetosis. *Arch Neurol*. 2004;61:1025–1029.

**Textbook Reference**

1. Solensky R. Drug allergy: Desensitization and treatment of reactions to antibiotics and aspirin. In: Lockey P, ed. *Allergens and Allergen Immunotherapy*. 3rd ed. New York, NY: Marcel Dekker; 2004:585–606.

**Website Reference**

1. Sullivan D. Major search engines and directories. SearchEngineWatch website. <http://www.searchenginewatch.com/links/article.php/2156221>. Updated April 28, 2004. Accessed July 25, 2007.

**Agency Reference**

1. Johnston LD, O'Malley PM, Bachman JG. *Monitoring of the Future: National Survey Results on Adolescent Drug Use: Overview of Key Findings*. Bethesda, MD: National Institute on Drug Abuse, US Dept of Health and Human Services; 2003.

**MANUSCRIPT SUBMISSION**

The manuscript should be submitted via email to Margaret Mulligan at [mmulligan@advanstar.com](mailto:mmulligan@advanstar.com).

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**Revised article submission.** Manuscripts accepted and revised per comments from reviewers should be submitted electronically ([mmulligan@advanstar.com](mailto:mmulligan@advanstar.com)).

**Reprints.** All authors will receive 2 complimentary copies of the issue in which their article is published.

**Honoraria.** *Formulary* generally pays an honorarium for each published article, to help defray the cost of manuscript preparation.

**IMPORTANT:** The corresponding author must submit completed, signed W-9s for all authors who are receiving payment.

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- Article text, references, tables/figures with captions/charts; tables/figures **must** be sourced

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