Instructions for Authors

The Clinical Journal of the American Society of Nephrology (CJASN) is a monthly publication of the American Society of Nephrology (ASN). It was first published in 2006.

Scope of Publication
The goals of CJASN’s articles are to (1) rapidly and effectively communicate the most important advances in clinical and translational research in nephrology, including innovations in research methods and care delivery; (2) put these advances in context for future research directions and patient care; and (3) become an important voice on every issue that potentially affects the clinical practice of nephrology, particularly in the United States. Topic areas and descriptions are available through “Author Resources” at www.cjasn.org.

CJASN considers the following categories of manuscripts:

Original Research Articles
This is the primary article type published in the journal and is limited to results of research studies undertaken in humans with kidney diseases, metabolism, hypertension, and other kidney-related issues such as physiology, and pharmacology.

- Structured Abstract: 300 words or less
- Body of Manuscript: 3000 words or less
- References: 50 or less
- Figures: up to 4
- Tables: up to 4

Research Letters
Concise reports of innovative methods applied to or results of clinical research in humans with kidney diseases and hypertension.

- Abstract: None
- Word Limit: 800 words
- References: up to 5
- One Table or Figure

Expedited Reports
Authors who believe that their findings are of unusual interest or importance to nephrology may request their research manuscripts to be considered for accelerated review and publication. For additional information, please contact sleventhal@cjasn.org.

Submissions that do not meet these guidelines will be returned without further review.

Invited Articles
Invited articles are invited by the editors, and specific instructions are sent with the invitations.

Editorial: This type of article puts the findings of research articles in context of our current knowledge. This article type has (1) up to two authors; (2) no abstract; (3) word limit of 1,500 words; (4) the option of including one figure; and (5) up to 15 references.

Kidney Case Conference: (Attending Rounds, ClinicoPathologic Conference, How I Treat, and Nephrology Quiz and Questionnaire): The purpose of these articles is to help clinicians apply our current knowledge at the bedside. This article type has (1) up to two authors; (2) no abstract; (3) word limit of 1500 words; (4) one figure; and (5) up to 10 references.

Moving Points in Nephrology: This is a series of articles on a single thematic area published in a single issue of the journal. Each article of this type has (1) up to five authors; (2) an unstructured abstract of up to 300 words; (3) word limit of 3000 words; (4) a total of five figures and/or tables; and (5) up to 50 references.

Perspectives: These are succinct articles on a wide range of issues with potential to impact the clinical practice of Nephrology. This article type has (1) up to two authors; (2) no abstract; (3) word limit of 1500 words; (4) one figure or table; and (5) up to 10 references.

Reviews: These articles have (1) up to five authors; (2) an unstructured abstract of up to 300 words; (3) word limit of 3000 words; (4) up to five figures and/or tables; and (5) up to 50 references.

Series: These articles have (1) up to five authors; (2) an unstructured abstract of up to 300 words; (3) word limit of 4500 words; (4) up to five figures and/or tables; and (5) up to 50 references.

If an author is interested in submitting invited material, please email the manuscript title, category, abstract and/or outline of interest to Shari Leventhal, CJASN Managing Editor at sleventhal@cjasn.org for editorial consideration.

Cover Image
The editors welcome the submission of high-resolution cover photographs. These images must be saved as TIFF files using CMYK rather than RGB color. The resolution specification for TIFF files should be 1200 dpi for monochrome figures that are black and white and 600 dpi for CMYK color photographs; all submissions should be accompanied by a brief legend. These images should be submitted through Scholar One, as for other manuscript types, and authors should select “Cover Image” from the drop-down menu. The submission must include text organized into three paragraphs: (1) details of the case; (2) description of the submitted images; and, (3) key teaching points (250 word maximum).

The cover can accommodate up to three images; dimensions of the image depend upon the number of images:

- One Image: Picas: 49p6 x 17p0
  Inches: 8.25” x 2.8”
- Two Images: Picas: 24p9 x 17p0
  Inches: 4.125” x 2.8”
- Three images: Picas: 16p9 x 17p0
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Manuscript Submission
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from www.cjasn.org, click on “Online Submission.” An account is required for the submission process; authors should use their existing account or create a new account by following the instructions at http://mc.manuscriptcentral.com/cjasn. Click on “Get Help Now” in the upper right corner of each page.

**Manuscript Preparation**

Manuscripts must be typed in English and double-spaced with page numbers. The title page should include the manuscript title; all authors’ full names (first name, middle initial, last name); highest academic degrees and affiliations; the name, address, and telephone number, e-mail address of the corresponding author; the word count for the abstract and the word count for the text, excluding references, figures, and tables. Please note: line numbers are auto-generated and should be excluded.

The title of the manuscript should be non-declarative and descriptive of the work, should be 15 words or less, and could include a sub-title to describe the study type (such as randomized controlled trial, or systematic review and meta-analysis). In addition, please include a running head of 7 words or less.

Restrict use of abbreviations to terms that are common in clinical nephrology (such as CKD, AKI, ESRD, and eGFR) and used frequently throughout the manuscript. De define nephrology (such as CKD, AKI, ESRD, and eGFR) and used

**Abstract (for original research articles).** The abstract should consist of four paragraphs labeled as follows:

- Background and objectives
- Design, setting, participants, and measurements
- Results
- Conclusions

The use of abbreviations is strongly discouraged. Any abbreviations used must be defined in the abstract. Restrict conclusions to those directly supported by study data.

**Materials and Methods.** Clearly describe the study design, population(s), exposure(s) or intervention(s), primary outcome, and analytic methods. Authors are encouraged to ensure that the description of the study design, analytic approach and presentation of results meets the standards for publication by reviewing the relevant checklist, prior to submission, available through “Author Resources” at www.cjasn.org:

- Adapted CONSORT Checklist for Clinical Trials
- Adapted PRISMA Checklist for Systematic Reviews
- Adapted STROBE Checklist for Observational Studies

**Presentation of Results.** Follow these guidelines for the presentation of data within the text, tables, and figures:

- Please include the most relevant numeric data, such sample size, numbers of events, important unadjusted or raw values such as event rates or distributions of exposure or outcome variables, and key measures of association with estimates of statistical confidence (such as 95% confidence intervals).
- All descriptive data for patients should be presented to the decimal place commonly used in clinical practice such as age and estimated glomerular filtration rate in whole numbers, hemoglobin and albumin to one decimal place.
- For descriptive data, percentages > 1% should be presented as whole numbers. Should you prefer to make an exception, please justify.
- The use of P-values for describing inter-group differences when describing the study cohort, such as the data presented in Table 1, is highly discouraged for observational studies and not allowed for pre-specified analyses of randomized controlled clinical trials.
- For parameter estimates (e.g., relative risks, hazard ratios, b values), use 95% confidence intervals whenever possible rather than P values.
- Do not use “NS” for P values; provide the actual P values.
- P values should have only two significant decimal places, however, lower values (e.g., 0.002) are acceptable. Values smaller than 0.001 should be listed as <0.001.
- For each Table and Figure, provide sufficient context for readers to interpret results without extensive reference to the accompanying text by using titles that clearly define the population, exposure, and outcome assessed and footnotes that define cell contents, all abbreviations, and any unusual statistical approaches.”

**Disclosures.** CJASN requires authors to divulge any relationships with pharmaceutical firms or other entities (e.g., employment contracts, consultancy, advisory boards, speaker bureaus, membership of Board of Directors, stock ownership) that could be perceived to represent a financial conflict of interest. It is the responsibility of the corresponding author to collect disclosures from every coauthor and report all conflicts to CJASN. Financial conflict of interest statements should be added to the manuscript after the conclusion section and within the submission site. If the authors have no conflicts, please state, “Disclosures: None”.

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Figures. Figures must be cited in the text, in numerical order, using Arabic numerals. Figures of quality sufficient for accurate peer review may be included in the main manuscript file for initial submission. If your manuscript is accepted, the Editorial Office will require you to upload your individual figures in one of the following formats: EPS, AI, TIFF, PDF, or Microsoft Office. Please be sure to use high resolution and maximum quality compression settings if creating PDFs. Please see “Digital Art Guidelines” available online (www.cjasn.org) for details on figure preparation.

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Review Process

The peer review at CJASN is a two-step process. The first step is an internal peer review. Each manuscript is read independently by two or more editors and is assessed for the extent to which the findings reported in the paper advance our understanding of the field as well as internal and external validity. If at least one of the Editors recommends, the manuscript moves to the second step of external peer review. About one-third of manuscripts submitted to CJASN are sent for external peer review. Given the volume of submissions to the journal, it is not possible for us to provide narrative comments from the first step of internal review.

All manuscripts sent for external peer review will be reviewed by at least two reviewers in addition to an Associate Editor. On the basis of the reviewers’ comments and recommendations, and in consultation with the entire editorial team, a decision will be made to allow the authors to revise and resubmit (either as a major or minor revision) or to reject and not consider further. Revised manuscripts should be resubmitted within 30 days for a minor revision and 60 days for a major revision.

Revised manuscripts will be sent out for review again at the discretion of the Associate Editor. On the basis of the responsiveness of the authors and the reviewers’ comments, a decision will be made to accept, request additional revisions, or reject. Note that not all manuscripts that are revised and resubmitted will be accepted.

Accepted Manuscripts

After a manuscript has been accepted for publication, the authors will need to upload a final set of files as a revised manuscript. The text and tables will need to be submitted as a Word Document (one file) and the figures in one of the following formats: EPS, AI, TIFF, PDF, or Microsoft Office. Please be sure to use high resolution and maximum quality compression settings if creating PDFs. Always embed all fonts, and use standard font families like Arial/Helvetica, Times/Times Roman, Symbol, Mathematical Pi, and European Pi. Color images should be saved in RGB mode with ICC profiles embedded if possible.

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The following convention should be used for labeling and numbering material: Appendix: number as Appendix 1, Appendix 2, etc.; Supplemental Table: number as Supplemental Table 1, Supplemental Table 2, etc; Supplemental Figure: number as Supplemental Figure 1, Supplemental Figure 2, etc. Please include a summary of material to precede the supplemental material. A brief example is included below this paragraph.

Formatting Example:

Appendix/Text
Supplemental Table 1: (title)
Supplemental Table 2: (title)
Supplemental Figure 1: (title)
Supplemental Figure 2: (title)

Please note that a header on each page of the supplemental material will indicate that the supplemental material is neither thoroughly peer-reviewed nor edited by the CJASN staff and that the authors alone are responsible for the accuracy and presentation of all such material. This statement will be added by CJASN’s Managing Editor prior to acceptance. Supplemental material will not be made available to the authors at the proof stage. Questions regarding supplemental material may be emailed to sleventhal@cjasn.org.

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Declaration of Helsinki. For all clinical experimentation described in the manuscript, CJASN requires that authors state in the Methods section their adherence to the Declaration of Helsinki. A statement that informed consent was obtained must also appear in the manuscript. Also specify the name of the institutional review board or equivalent that approved the study. For the full text of the Declaration of Helsinki, see www.wma.net/en/30publications/10policies/b3/index.html.

Declaration of Istanbul. The purpose of the Declaration is to combat organ trafficking, transplant tourism, and transplant commercialism and to encourage adoption of effective and ethical transplantation practices around the world. The Declaration of Istanbul is available online at CJASN: http://cjasn.asnjournals.org/content/3/5/1227.full.pdf+html. If this study is related to clinical organ transplantation, please include the following wording in the Materials and Methods section of the manuscript: “The clinical and research activities being reported are consistent with the Principles of the Declaration of Istanbul as outlined in the ‘Declaration of Istanbul on Organ Trafficking and Transplant Tourism’.”

Animal Experimentation. For all animal experimentation described in the manuscript, CJASN requires that authors state in the Methods section their adherence to the NIH Guide for the Care and Use of Laboratory Animals or the equivalent. For the full text of the NIH guidelines, see http://oacu.od.nih.gov/regs/guide/guide.pdf.

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Data Sharing Requirements for Clinical Trials. CJASN follows the guidance from ICMJE for data sharing and will require the following as conditions of consideration for publication of a clinical trial report:

1. As of 1 July 2018 manuscripts submitted to CJASN that report the results of clinical trials must contain a data sharing statement as described below.

2. Clinical trials that begin enrolling participants on or after 1 January 2019 must include a data sharing plan in the trial's registration. The ICMJE’s policy regarding trial registration is explained at www.icmje.org/recommendations/browse/publishing-and-editorial-issues/clinical-trial-registration.html. If the data sharing plan changes after registration this should be reflected in the statement submitted and published with the manuscript, and updated in the registry record.

Data sharing statements must indicate the following: whether individual deidentified participant data (including data dictionaries) will be shared; what data in particular will be shared; whether additional, related documents will be available (e.g., study protocol, statistical analysis plan, etc.); when the data will become available and for how long; by what access criteria data will be shared (including with whom, for what types of analyses, and by what mechanism).

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