GUIDE FOR AUTHORS

Biology Psychiatry is the official journal of the Society of Biological Psychiatry. The Journal rapidly publishes reports of novel results on a broad range of topics related to the pathophysiology and treatment of major neuropsychiatric disorders. Both basic and clinical neuroscience contributions are encouraged, particularly those addressing genetic and environmental risk factors, neural circuitry and neurochemistry, and important new therapeutic approaches. Except where explicitly stated otherwise, Biological Psychiatry conforms to the guidelines set forth by the International Committee of Medical Journal Editors (ICMJE) (see Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals (December 2016)). Available from http://www.ICMJE.org).

All new manuscripts must be submitted through the journal website: http://ees.elsevier.com/bps. Please direct questions to the Editorial Office at (214) 648-0880, or Biol.Psych@utsouthwestern.edu.

ARTICLE TYPES AND CONTENT

Our readership is diverse, and authors should consider that many of our readers are in specialty areas other than their own. It is important, therefore, to avoid jargon. A focused and clearly written manuscript is more likely to appeal to the readership. The brevity and clarity of the presentation will be taken into consideration by the Editors. In highly specialized areas, the introduction should be a concise primer.

Archival Reports are original research papers reporting novel results on a broad range of topics related to the pathophysiology and treatment of major neuro-psychiatric disorders. Clear explication of methods and results is critical to facilitate review of papers and replicability of findings. The main text must be no more than 4000 words, and be structured with sections entitled and ordered as follows: Introduction, Methods and Materials, Results, Discussion. Abstracts should be 250 words or less, or less than 4000 words, and be structured with sections entitled as follows: Background, Methods, Results, Conclusions. Figures, tables, and references should be included as necessary.

Priority Communications are Archival Reports that clearly document novel experimental findings of unusual and timely significance. These papers should represent a conceptual advance in the field and are not intended for publication of preliminary results. They are expected to be acceptable for publication in essentially the form submitted. Papers that require substantial revisions or do not fit the criteria will be considered as Archival Reports. See Archival Reports for structure, word length, and other requirements.

Reviews are concise (4000 words or less) and focus on current aspects of interest and research. Up to 150 references are allowed. Abstracts are unstructured and limited to 250 words. Figures and tables should summarize or illustrate important points. All reviews require pre-approval from the Reviews Editor prior to submission, a process that is initiated via completion of the Author Proposal for Review Paper form available on our website (http://www.biologicalpsychiatryjournal.com/pb/assets/raw/Health%20Advance/journals/bps/Form_Author_Proposal_for_Review_Paper.docx). Submit the completed form to Biol.Psych@utsouthwestern.edu, or contact the Editorial Office for further details regarding the pre-submission process for Reviews.

Techniques and Methods articles feature new, improved, or noteworthy comments about techniques or methods relevant to basic or clinical research in, or treatment of, psychiatric disorders. Maximum length is 3000 words (main body of text only; excludes acknowledgments, disclosures, legends, and references).

PREPARATION & SUBMISSION REQUIREMENTS

All manuscripts must be submitted in electronic form through the Biological Psychiatry online submission and review website (http://ees.elsevier.com/bps/). Submission is a representation that all authors have personally reviewed and given final approval of the version submitted, and neither the manuscript nor its data have been previously published (except in abstract) or are currently under consideration for publication elsewhere. To ensure transparency, authors are expected to clearly declare other reports/publications of their own that have used the same dataset or sample. Authors must also identify figures, tables, and/or data that have been published elsewhere. Permission from the copyright holder(s) must be obtained to reproduce or modify any previously published materials.

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Files (cover letter, text, figures) will be uploaded separately during the submission process, and should be labeled with appropriate and descriptive file names (e.g., SmithText.doc, Fig1.eps, Table3.doc). The system will then build a single PDF of the submission from the uploaded files.

Upon finalizing the submission, the corresponding author will immediately receive an email notification that the submission has been received by the Editorial Office. If such documentation has not been received, then a problem likely occurred during the submission process and should be investigated.

Any manuscripts not conforming to these guidelines will be returned to the author for correction before the manuscript is processed. The manuscript status is available to the corresponding author at all times by logging into the website.

COVER LETTER A cover letter is required for submissions designated as Priority Communications to outline the significance of the work; it is optional for all other submissions. A cover letter must be uploaded as a separate file, as it is not made available to peer reviewers.

MANUSCRIPT Manuscripts should be structured with sections entitled and ordered as follows: Title Page, Abstract, Text, Acknowledgments, Financial Disclosures, References, Footnotes, and Table/Figure Legends. Begin all sections on separate pages. The text of research papers should be organized into sections titled Introduction, Methods and Materials, Results, and Discussion. Tables may also be included in a text format at the end of the manuscript file. The manuscript file should be uploaded in Word, not in PDF. Style Manuscripts should be double-spaced. Pages must be numbered and include the first author’s name. Acronyms must be spelled out on first use in both the abstract and the text, and where used in tables or figures, in each of their legends. American spellings should be used. The location (city and state or country) of all manufacturers should be provided. Gene symbols should be italicized and differentiate by species. Human symbols should be all uppercase, whereas symbols for rodents and other species should be lowercase using only an initial capital. Protein products, regardless of species, are not italicized and use all uppercase letters. Accepted manuscripts are copyedited to conform to the AMA Manual of Style.

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Abstract Abstracts should be formatted according to the article type and should not exceed the word limits as detailed above. The Methods section should explicitly state the sample size of the trial. For those manuscripts that require clinical trials registration (see Clinical Trials Registration section, below), the registry name, URL, and registration number should be included at the end of the abstract.

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Financial Disclosures This section must include the required conflict of interest statements for each author (see section on disclosure, below).

References References should be numbered and listed by their order of appearance in the text. Refer to references in the text with the appropriate number in parentheses. References in tables and figures should also be numbered. List all authors; if there are more than seven authors, list the first six then et al. Periodical abbreviations should follow those used by Index Medicus. It is not appropriate to reference papers that have not yet been published (i.e., are submitted or under review). The following are sample references for a journal article (1), a book (2), and an edited book (3).


The Journal also encourages the citation of underlying or relevant datasets in manuscripts by citing them in the text and including a data reference in the reference list. Data references should include the following elements: author names, dataset title, data repository, version (where available), year, and global identifier. Other datasets should be included in the reference list. Supplemental tables should be uploaded in a single DOC file.

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NOMENCLATURE Psychopharmacology Biological Psychiatry supports the Neurosciencebased Nomenclature (NbN) project (http://nbnomenc.org), which aims to promote the use of mechanism-based nomenclature that is pharmacologicallydriven, rather than indication-based. The NbN system characterizes medications based on their pharmacological domain and mode(s) of action. Authors should use NbN’s glossary or official apps in order to translate between the old and new nomenclature.

Genetics Authors should use approved nomenclature for gene symbols by consulting the appropriate public databases for correct gene names and symbols. Please use symbols (e.g., SLC6A4, DISC1) as opposed to italicized full names, and avoid listing multiple names separated by a slash, such as ‘Oct4/ Pou5f1’. Use one name throughout and include any aliases(s) upon the first reference. Approved human gene symbols are available from HUGO Gene Nomenclature Committee (HGNC) at: http://www.genenames.org. Approved mouse symbols are provided by The Jackson Laboratory at http://www.informatics.jax.org/mgihome/nomen. Authors should submit proposed gene names that are not already approved to the appropriate nomenclature committee as soon as possible. It is the authors’ responsibility to ensure these are deposited and approved before publication of an article.

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occasion, an additional review for statistical adequacy may also be obtained. The comments of the reviewers are generally communicated to the authors within 30–45 days of submission. Authors should contact the Editorial Office if the delay has been longer.
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Authors should consider all ethical issues relevant to their research. In the Methods and Materials section of the manuscript, authors should identify the institutional and/or licensing committee that approved the experiment(s) and confirm that all experiments were performed in accordance with relevant guidelines and regulations. Of the human subjects, the authors should include detailed information on the informed consent process, including the method(s) used to assess the subject’s capacity to give informed consent, and safeguards included in the study design for protection of human subjects. When relevant patient follow-up data are available, this should also be reported. When reporting experiments on animals, authors should indicate that institutional and national guidelines for the care and use of laboratory animals were followed.

CLINICAL TRIALS REGISTRATION
In concordance with the ICMJE, Biological Psychiatry requires the prospective registration of all clinical trials as a condition of consideration for publication. For this purpose, a clinical trial is defined as any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects on health outcomes. Health-related interventions include any intervention used to modify a biomedical or health-related outcome (for example, drugs, surgical procedures, devices, behavioral treatments, dietary interventions, and process-of-care changes). Health outcomes include any biomedical or health-related measures obtained in patients or participants, including pharmacokinetic measures and adverse events. Purely observational studies (those in which the assignment of the medical intervention is not at the discretion of the investigator) will not require registration.

Trials must have been registered at or before the onset of patient enrollment. Retrospective registration (i.e., at the time of submission) is not acceptable. For all clinical trials and secondary analyses of original clinical trials, the trial name, URL, and registration number should be included at the end of the abstract. Acceptable registries are ClinicalTrials.gov (http://www.clinicaltrials.gov) or any primary registries in the World Health Organization International Clinical Trials Registry Platform (http://www.who.int/ictrp/network/primary/en/index.html).

RESEARCH AND DATA REPORTING GUIDELINES
Biological Psychiatry supports initiatives aimed at improving the reporting of biomedical research. Checklists have been developed for a number of study designs, including randomization controlled trials (CONSORT), systematic reviews (PRISMA), meta-analyses of observational studies (MOOSE), diagnostic accuracy studies (STARD), and animal research (ARRIVE). The Minimum Information for Biological and Biomedical Investigations (MIBBI) portal also provides data-reporting standards, such as MIAME for microarray experiments. A comprehensive list of reporting guidelines is available from the EQUATOR Network Library (http://www.equator-network.org). Authors should make use of the appropriate guidelines when drafting their papers. Peer reviewers are asked to refer to these checklists when evaluating these studies.

Biological Psychiatry requires the inclusion of the CONSORT materials (flow diagram and checklist) at submission for all randomized controlled trials. Authors of other study designs are encouraged, but not required, to include the relevant checklists at submission. All such materials will be published as supplemental information.

GENETIC ASSOCIATION STUDIES
The ability to perform a replication of experiments performed by other investigators is a fundamental concept in scientific and biomedical research. Therefore, the failure to replicate the majority of genetic association studies is troubling and provides a challenge for journals attempting to publish work that will stand the test of time, or at the very least, not lead other investigators in non-productive research directions. At the same time, the difficulty in balancing type I error with type II error is a key issue in associ- ation studies of neuropsychiatric disease, where sample sizes are often constrained by practicality and the fact that effect sizes due to any single genetic risk factor may be small. Given these tradeoffs, it is often difficult for authors to know what level of proof is acceptable for publication in a given journal, leading to multiple resubmissions and publication delays. We have adopted the
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following editorial policies to provide guidelines for those submitting manuscripts involving genetic association studies.

Biological Psychiatry is interested in genetics/association studies that are replicable and generalizable. The following guidelines are offered in pursuit of this goal. 1) Studies need to be sufficiently large. 2) Information about subject ethnicity, and how it was determined, should be provided. The use of an analytic strategy that controls for potential stratification, such as family-controlled association, or structured association, is encouraged. 3) There must be a clear description of how the phenotype was ascertained. 4) Negative studies should always include estimates of power.

We realize that independent replication of an initial finding in the same manuscript may not be feasible in every case, but studies providing such replication of findings in an independent sample will be given highest priority. Confirmation of the functional consequences of a common disease-associated variant is useful information.

MATERIALS AND GENES Upon publication, it is expected that authors willingly distribute to qualified academic researchers any materials (such as viruses, organisms, antibodies, nucleic acids and cell lines) that were utilized in the course of the research and that are not commercially available.

GenBank/EMBL accession numbers for primary nucleotide and amino acid sequence data should be included in the manuscript at the end of the Methods and Materials section. All microarray data (proteomic, expression arrays, chromatin arrays, etc.) must be deposited in the appropriate public database and must be accessible without restriction from the date of publication. An entry name or accession number must be included in the Methods and Materials section.

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Updated 7/19/17