

## **The procedure for submission, review and publication of articles in the journal “Effective Pharmacotherapy”**

1. A typescript of the research article submitted to the editorial board of the journal “Effective Pharmacotherapy” is considered by the editorial board against the journal profile, established typescript requirements and then it is registered. The article is sent for review to one, or, if necessary two reviewers from the members of the editorial board, in accordance with a research area, to which the contents of the research article can be related. The term of submission of the review to the editorial staff is two weeks after receipt of the typescript by the reviewer. Whenever necessary, the editorial staff may ask for an independent review of the leading experts, who are not members of the editorial staff and editorial board.
2. Reviewers are informed that typescripts they receive are the authors’ private property and are considered confidential information. Reviewers are not allowed to make copies of articles for own needs. The reviewer’s personal data are confidential information. Loss of confidentiality is possibly only with the reviewer’s consent by the author’s request. A reviewer cannot be the author or co-author of the reviewed paper, nor research advisors of candidates for a degree and the staff of the department where the author works.
3. The article review reflects its main characteristics:
  - relevance/applicability;
  - conformity with the subject matter of the journal;
  - contents / scientific level;
  - adequacy and up-to-datedness of research methods and statistical data processing;
  - sufficiency of the data for study;
  - correctness of discussion of the obtained results;
  - compliance of the conclusions with the purpose and objectives of the research;
  - quality of study of the cited bibliography (reference list);
  - identified shortcomings;
  - compulsory / desirable changes to be made in the typescript before the publication;
4. Typescripts reviews are submitted by the editorial board to the authors of the typescripts and expert councils of the State Commission for Academic Degrees and Titles by their requests.
5. The editorial staff studies the article and its review at its nearest meeting after which a decision is made:  
to accept; to accept with amendments; to conventionally accept (with additional review); to decide on the possibility of publication after receiving answers to questions; to reject.
6. If there are negative reviews of the typescript from two different reviewers or one negative review of the modified version of the typescript, the editorial board sends the author a substantiated refusal.

7. If the article review indicates the need to modify the article, then it is sent to the author for modification. In this case, the date of receipt by the editorial board is deemed the date of return of the modified version.
8. If the article, by the reviewer's recommendation, underwent a significant author's revision, it is forwarded to the corresponding reviewer, who had made critical remarks.
9. In case of disagreement with the reviewer's opinion, the author may provide a substantiated answer to the journal editorial board. The article can be sent for second review or finalization and approval to the editorial staff.

10. The editorial board informs the author about the decision made on the article.

The maximum review period - between the dates of receipt of the (version) typescript by the editorial board and the editorial staff's decision - is 2 months.

The editorial board of the journal does not store the typescripts, which are not accepted for publication. Typescripts accepted for publication are not returned. The reviews are being kept in the publishing house and the editorial office for the minimum period of 5 years.

The copies of reviews are conveyed to the Ministry of Education and Science of the Russian Federation upon the relevant request received by the editor.

#### **Contacts of the Editorial board of the journal "Effective Pharmacotherapy"**

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