Guidelines for Authors

The Journal of Oral & Facial Pain and Headache is a quarterly journal that publishes scientifically sound articles of interest to practitioners and researchers in the field of pain, particularly orofacial pain and related conditions such as headache and temporomandibular disorders (TMD).

The journal has adopted the following classification systems for the research and diagnosis of pain in the head, face, and neck:

1. The International Classification of Headache Disorders (ICHD, version 3, 2018), published by the International Headache Society, covers headaches and most facial and cervical pains.
2. The DC/TMD when describing and analyzing methodology, terminology, and diagnostic criteria within the publications by Schif­fman et al (2014) and Peck et al (2014), which describe the Diagnostic Criteria for Temporo­mandibular Disorders. Authors are required to use the diagnostic entities as defined in the DC/TMD when describing and analyzing their data. The journal discourages the use of painful TMD as a diagnostic entity. Please visit the consortium’s website (ubwp.buffalo.edu/ rdc-tmdinternational/) for patient examination guidelines, forms to use, and a number of in­valuable resources needed to plan and perform research on TMD. All are freely downloadable.

3. The journal requires that studies on headache, facial, and cervical pain adhere to the terminology, diagnostic disorders, and criteria within the ICHD.

4. The journal operates a conventional single review process. Any works where the editor and/or an associate editor, a decision is made whether to reject the work or to continue the review process. Any works where the editor-in-chief is a contributor will be handled and decided upon by an associate editor. We attempt to begin the re­view process as rapidly as possible, and a decision will normally be reviewed by the editor board.

5. The journal publishes several types of peer reviewed articles—dealing with a subject of relevance to oral pain, in particular orofacial pain and related conditions.

6. Invited focus articles—presenting a position or hypothesis on a basic science or clinical subject of relevance to oral pain and related conditions. These articles are not intended for the presentation of original results. Authors are selected by the editorial board.

7. Invited commentaries—critiquing a focus article by addressing the strong and weak points of the focus article. Authors of the commentaries are selected by the editorial board in consultation with the focus article author, and the focus article and the com­mentary on it are published together in the journal.

8. Proceedings of symposia, workshops, or conferences—covering topics of relevance to orofacial pain and related conditions.

9. In addition, the journal publishes:
   - Literature abstracts—abstracts of selected journal articles.
   - Meeting reviews—highlights of selected scientific meetings.
   - Invited guest editorials—may periodically be solicited by the editorial board.
   - Letters to the Editor—may be submitted to the editor-in-chief, these should normally be no more than 500 words in length.
   - Poster abstracts—presented at the scientific meetings of the AAP or other affiliated academies (online only).

Review/editing of manuscripts. Manuscripts will normally be reviewed by the editor-in-chief, one associate editor, and at least two reviewers with expertise in the article’s subject matter. The journal operates a conventional single-blind reviewing policy in which the reviewer’s name is always concealed from the submitting author. External peer-review is not mandatory in the journal. After review by the editor-in-chief and/or an associate editor, a decision is made whether to reject the work or to continue the review process. Any works where the editor-in-chief is a contributor will be handled and decided upon by an associate editor. We attempt to begin the re­view process as rapidly as possible, and a decision is reached as soon as the reviewer’s comments are received, typically within 8 to 10 weeks.

Publication. Every effort is made to publish accepted articles expediently. Authors should address all inquiries regarding this process to the Managing Editor, Ms Hallie Koontz (hkkoontz@quintbook.com).

The publisher reserves the right to edit accepted manuscripts to ensure conciseness, clarity, and stylistic consistency, subject to the author’s final approval.

Online only. The journal reserves the right to publish any accepted article in the online version only as determined by the journal’s editorial board or staff.

Adherence to guidelines. Manuscripts not prepared in accordance with these guidelines or written in improper English will be returned with instructions to correct these problems prior to resubmission and review.

Manuscript Preparation

The journal will follow as much as possible the recommendations of the Interna­tional Committee of Medical Journal Editors in regard to preparation of manuscripts and authorship (Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals; www.icmje.org/ recommendations).

In the submission letter, authors will be required to guarantee that the submission represents original work for first publication in the journal and that it is not being considered for publication elsewhere. The work cannot have been already published other than in abstract form (please acknowledge such), and permissions for the reproduction of any copyright inclusions not owned by the author/author must have been obtained. Submission to the journal explicitly implies that the author/author own all rights to the work. The journal regards copyright infringement, plagiarism, and other related publication malpractice very seriously. Submitted articles are processed employing duplication-checking software.

- Title page. This should include the title of the article and the names, academic degrees, and professional affiliations for all authors. A fax number and email address must also be provided for the corresponding author. If the paper was presented before an organized group, the name of the organization, location, and date should be included. Please select titles that reflect the core aspects of the work, are easy to read, and describe the study design if relevant (ie, randomized controlled trial, case-control study, cohort study, etc). Concise titles are preferred.

- Abstract/keywords. Please include a maximum 250-word structured abstract (with headings Aims, Methods, Results, and Conclu­sion) and five keywords.

- Introduction. Summarize the rationale and purpose of the study, giving only pertinent references. Clearly state the working hypothesis or study objective.

- Materials and Methods. Present materials and methods in sufficient detail to allow confirma­tion of the observations. Published methods should be referenced and discussed only briefly, unless modifications have been made. Studies involving human subjects must include statements regarding the institutional board approval (including approval number) and patient consent. In the section “Expanded Methodological and Reporting Requirements” a list of specific and relevant reporting meth­odologies are described. Authors must include the relevant documentation for submitted work. Often, the use of a figure to show study design, progress, and processes is extremely useful. Report how many individuals were eligible, how many declined to participate, and how many were lost to follow-up. Animal research requires appropriate institutional ap­proval (including approval number) and must use protocols that conform to the NIH guide­lines (Guide for the Care and Use of Laboratory Animals, NIH Publication 86-23).

- Statistical Methods. Indicate the statisti­cal methods used, if applicable, in a separate section. Describe all details of the statistical analyses. Indicate whether one- or two-tailed analyses have been performed and the alpha (cut-off) value set for statistical significance. Re­port all P values as “.XX” and do not use “not significant” or its abbreviation. For P values between .001 and .10, report the value within three decimal places. For P values greater than .10, please report the value with two decimal places. For P values less than .001, report as “P < .001,” except for genome-wide association studies. For group difference, show the appropriate effect measure (eg, relative risk, absolute risk, difference of means).

**Book reference style:**

**Figures and Tables**
- All figures and tables should be numbered and cited in the text.
- Figures and tables can be grouped at the end of the manuscript or uploaded individually.
- Images should be at least 300 dpi at 3.5 in wide.
- Images grouped together (eg, 1a–1c) must be saved as individual files (eg, 1a, 1b, 1c).
- Line art (eg, graphs, charts, line drawings) should be provided as editable vector art (eg, Illustrator or EPS files)

Note that article acceptance is pending receipt of acceptable original art.

**Expanded Methodological and Reporting Requirements:**

**Ethical or Institutional Review Board Approval:** Clearly indicate that the study obtained appropriate approval (or a statement and explanation of why it was not required), including the name of the ethics committee(s) or institutional review board(s) and the number/ID of the approval(s). For human studies, please also add a statement that participants gave informed consent before taking part.

**Study Protocol:** If your study protocol is registered (clinical trials.gov, etc), please provide the registration number (required for intervention studies). The study's registration number should appear in the manuscript following the abstract. We encourage the registration of observational study protocols.

**Reporting guidelines and checklists:** These are listed below and can all be readily found at the Equator Network (www.equator-network.org/).

**STARD (for reporting of diagnostic accuracy studies)**—The STARD checklist can be downloaded at (www.equator-network.org/reporting-guidelines/strobe-stard/).


**COREQ (consolidated criteria for reporting qualitative research [for reporting qualitative research])**—(www.mmcri.org/deptPages/core/downloads/QRIG/Standards_for_Reporting_Qualitative_Research_-_A_990451.pdf) (cdn.elsevier.com/promis_misc/ISSM_COREQ_Checklist.pdf).

**Manuscript Submission**

All manuscripts must be submitted via the journal’s online submission service (www.manuscriptmanager.net). All items indicated (including permissions and waivers, described below, and signed mandatory submission form) must be uploaded to complete the submission process. Detailed instructions are provided.

**Permissions and Waivers**

- Permission must be obtained for the use of material (eg, text, photos, drawings) under copyright that does not belong to the author.
- Waivers must be obtained for photographs showing faces.

**Article Sharing**

- Authors can share their original (preprint) manuscript at any time.
- Authors can share their accepted (postprint) manuscript via noncommercial platforms, such as their institutional repository, after a 12-month embargo period.
- Authors can share the final PDF of their article with a maximum of 50 addresses/recipient. They are granted a nonexclusive, nontransferable limited license, without right of sublicense, to post this PDF on their own personal (noncommercial) website, provided that the website has not been created or maintained by or affiliated with any online provider of dental education information or materials.