



Éducation thérapeutique du patient/Therapeutic patient education

Instructions for authors

1. Aims and scope

This international peer-reviewed journal promotes the development of research and practices in the field of **therapeutic patient education**:

- publishing original quantitative and qualitative research,
- helping multi professional teams to share evaluated experiences, methodologies, innovations,
- stimulating critical thinking and informed debate about all aspects of therapeutic patient education,
- promoting multidisciplinary approaches involving medicine, health sciences and humanities.

Each issue publishes original quantitative and qualitative researches, review articles, descriptions of educational practices and evaluated experiences, papers which develop theories, debates, critical analysis of specific policies and practices, book analysis (long articles: 7000 words; short articles: 3000 words). Images and videos may be accepted for the electronic format of the journal.

2. The submission stage

Authors now have to submit their manuscripts and all associated files to the editorial office, and track the progress throughout the peer review process via the Manuscript Management System (MMS) available at <https://articlestatus.edpsciences.org/is/tpe/>. Manuscripts should be sent in Word or RTF format. Please follow the instructions displayed on the screen after accessing the website.

- For articles written in English : the English language must have been proofread by a native reviewer.
- For articles written in French : the abstract in English must have been proofread by a native reviewer.

All manuscripts submitted to the journal are made anonymous by the Editor-in-Chief before the review process begins.

Each article is firstly submitted to the analysis of the Editor in Chief and a member of the Editorial Board or the Scientific Committee to ensure that it is fully compliant with the aims and scopes of the journal.

If so, the article is submitted to two independent reviewers of the Editorial Board and/or of the Scientific Committee and/or outside peer reviewers in a double-blind process.

Reviewers evaluation is facilitated by using a standardized (open/closed) questionnaire.

Reviewers are advised that manuscripts must remain confidential until accepted and published, and that their identity will not be disclosed to authors.

Following the reviewer's recommendations, the Editor-in-Chief decides whether the article is:

- Accepted without modification;
- Accepted with small changes;
- Accepted with major changes;
- Rejected.

Afterwards, authors send a revised version with a detailed response to reviewer's comments. The latter approves or not these changes.

The revised version must be returned within 6 weeks maximum. The editor has full authority to accept / reject the re-submitted manuscripts.

Once accepted, articles cannot be withdrawn or published elsewhere.

A short revision time (average of 4 months) is the journal policy to allow fast articles publication.

Attention is paid to the number of authors per article; if too large, the authors are invited to comply with the recommendations of the International Commission of Medical Journal Editors (ICMJE) at: <http://http://www.icmje.org/recommendations>.

Submitting an article implies that the work has not been published and is not being submitted for publication elsewhere. The manuscript publication must be approved by all authors. Authors will find all useful information concerning ethics in publishing on the website <http://publicationethics.org/>

3. The acceptance stage

Once accepted by the Editorial Board, the manuscript will be sent to the production. EDP Sciences should receive for each figure the "native" electronic files (one file per figure), in one of the following formats: eps (preferably), tiff, bmp or jpeg. Files should have a resolution of at least 300 dpi; colour figures should be registered in CMYK.

4. Style guide

In order to facilitate correspondence between authors and the production department, the author should provide with his/her manuscript: name and address, phone number, e-mail, (phone numbers will not be published). The contribution of each author should be specified.

Title

In French and in English, it should be brief and informative. It must be followed by the authors' names and full addresses. The address should appear as follows: Laboratory/Institute, University, City, Country. For hospitals or other health institutions: Department, Hospital/Institution, City, Country.

Abstracts

In French and in English (about 200 words each), each one in a single paragraph, they present the content and the original data supplied, the main conclusions and any interesting results, structured according to the following format: **Introduction, Objectives, Methods, Results, Discussion, Conclusion** (articles reporting original quantitative and qualitative researches, review articles) or **Introduction, Objectives, Contributions/description, Conclusion** (descriptions of educational practices and evaluated experiences, papers which develop theories, debates, critical analysis of specific policies and practices).

Keywords (in French and English)

The author should provide a maximum of five keywords. Keywords should be written in bold lowercase letters, separated by slashes: the plural form and uppercase letters should be avoided.

Abbreviations. A list of abbreviations should be provided at the beginning of the article.

Text

The main body of the text must be precise and concise. It should be typed with double spacing; footnotes should be kept to a minimum and numbered consecutively with Arabic numerals. Information not essential to the understanding of the text is in Appendix at the end of the article or only published online.

Units and symbols

The international system of units (SI) should be used. Latin locution will be written in italic.

Illustrations

Tables are numbered using Roman numerals (Tab. I), Figures Arabic numerals (Fig. 1). The author must call every Table and Figure in the text. In the paper version of the journal, figures will be printed in black and white (at no cost) or in colour (prices available upon request). In the electronic version, the original colours of the figures will be reproduced at no extra cost. In case scanning is necessary, please provide good-quality originals for your figures. Authors should keep in mind that the final reproduction of their figures essentially depends on the originals. For best results, figures should be provided respecting the guidelines detailed below:

- Final height of capital letters should be between 1.6 and 2.3 mm (10 to 12 point).
- Avoid using bold lettering.
- Letter size should be homogeneous in all figures of the article.
- Where possible, avoid using grey levels. Hatching is preferable.
- For curves, standard symbols must be used (•, ∇, ◊, ×, +, *, ◆, ○).
- Tables should be kept in their simplest form, lines and columns being unambiguously identifiable.

Important. Any reproduction of previously published figure or table must be accompanied by written permission from the copyright holder.

Acknowledgements

Acknowledgements should be included at the end of the main text. Any funding received should be declared.

References

It is important to confirm the accuracy of bibliographic information in the references. This has become more important with the online version. Hyperlinks will be programmed to enable readers to jump directly to the material cited. If your reference citations are incorrect or incomplete e.g., missing author name, or incorrect volume number or page, the associated hyperlinks may fail, and your paper may be less relevant online. All references must be cited in the text by placing sequential numbers in brackets (for example, [1], [2,5,7], [8-10]). They should be numbered in the order in which they are cited. Authors may be cited in the text by name, but without initials. Authors should use layout and punctuation examples as indicated below in the final reference list.

Journals

1. Warsi A. Self-management education programs in chronic diseases: a systematic review and methodological critique of the literature. *Arch Intern Med* 2004;164:1641-1649.
2. D'Ivernois JF, Gagnayre R. Éducation pour la santé, éducation thérapeutique : quelles formations ? *Santé publique* 2006;18:351-352.

Books

1. Lacroix A, Assal JP. L' éducation thérapeutique des patients, nouvelles approches de la maladie chronique. 3e éd. Collection Éducation du patient, Paris: Maloine; 2004, p. 87-89.
2. Bandura A. Social learning theory. New York: General Learning Press; 2004, p. 53-54.

Proceedings

1. Conférence internationale des doyens de facultés de médecine d'expression française. Politique et méthodologie d'évaluation des de médecine et des programmes d'études médicales. CIDMEF; 2006, disponible sur : <http://www.cidmef.u-bordeaux2.fr>.
2. Haenni C, Anzules C, Golay A (2006). Art-therapy and body image: a new approach for obese patients. In: Proceedings of Therapeutic patient education, 2006 April 27-30, Florence, Italy. Book of abstracts; 2006, p. 49.

Note: when the reference has more than 6 authors, the journal cites 6 authors et *al*.

5. Proofs stage

Proofs will be sent to the first or nominated author by e-mail in PDF format and must be returned within 48 hours of receipt. Authors will be charged any major changes.

Offprints

The PDF file of the article is provided free of charge at the final stage. The file is sent to the corresponding author. Printed copies may be purchased from the publisher at the proofreading stage.

6. Conflicts of interest, ethics and copyright

Conflict of interest

Authors should indicate whether they have a financial relationship with the organization that sponsored the research. They must also confirm that they have complete control over the primary data and that they agree a possible review of this data by the journal.

When submitted, the manuscript must be accompanied by a duly completed "declaration of conflict of interest" form available at: <http://www.icmje.org/conflicts-of-interest/>.

Any other conflict of interest, personal or not, must also be declared, particularly when the author is a member of the Editorial Board or the Scientific Committee.

Education Thérapeutique du Patient – Therapeutic Patient Education subscribes to the principles of the Committee on Publication Ethics (COPE)

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Authors are invited to comply with the "Recommendations for the conduct, presentation, writing and publication of research work submitted to medical journals", published by the International Commission of Medical Journal Editors (ICMJE) and available at: <http://www.icmje.org/recommendations>.

Academic misconduct (for example, data fabrication, forgery, or plagiarism) is seriously taken into account and will be investigated. When a suspicion of fraud is confirmed, the sanction prescribed will be applied. SimilarityCheck is regularly used to spot plagiarism.

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Patients have a right to privacy that should not be infringed without informed consent. Identifying information, including patients' names, initials, or hospital numbers, should not be published in written descriptions, photographs, and pedigrees unless such information is essential for scientific purposes and the patient (or parent or guardian) gives written informed consent for publication. Informed consent for this purpose requires the manuscript to be shown to a patient who is identifiable before publication. Identifying details should be omitted if they are not essential. Complete anonymity is difficult to achieve, however, informed consent should be obtained if there is any doubt. For example, masking the eye region in photographs of patients is inadequate protection of anonymity. If identifying characteristics are altered to protect anonymity, such as in genetic pedigrees, authors should provide assurance that alterations do not distort scientific meaning.

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When reporting experiments on human subjects, authors should indicate whether the procedures followed the ethical standards of the responsible committee on human experimentation (institutional and national). In case of doubt regarding ethically-compliant research, authors should explain the rationale of their approach and demonstrate that the doubtful aspects of the study have been approved explicitly by the review body. When reporting experiments on animals, authors should indicate whether the institutional and national guide for the care and use of laboratory animals was followed.

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Proofs must be accompanied by a letter signed by one of the authors on behalf of all the co-authors to agree to transfer the copyright.

7. Contact

Any question regarding production, offprints, colour figures, should be sent to:

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