

## **RULES FOR REVIEW OF SCIENTIFIC ARTICLES**

### **Peer review**

All scientific articles submitted to the editorial office of the journal "Volgograd Scientific Medical Journal" undergo mandatory one-sided anonymous ("blind") reviewing (the authors of the manuscript do not know the reviewers and receive a letter with comments signed by the editor-in-chief).

Reviewing of articles is carried out by members of the editorial board, as well as invited reviewers - leading experts in the relevant industry in Russia and other countries. The decision on the selection of a particular reviewer for the examination of the article is made by the editor-in-chief, deputy editor-in-chief. The review period is 2-4 weeks, but at the request of the reviewer it can be extended.

Each article is sent to 2 reviewers.

Each reviewer has the right to refuse a review in the event of a clear conflict of interest that affects the perception and interpretation of the manuscript materials. Based on the results of consideration of the manuscript, the reviewer gives recommendations on the further fate of the article (each decision of the reviewer is justified):

the article is recommended for publication in its present form;

the article is recommended for publication after correcting the deficiencies noted by the reviewer;

the article needs additional reviewing by another specialist;

the article cannot be published in the journal.

If the review contains recommendations for correcting and revising the article, the editorial staff of the journal sends the text of the review to the author with a proposal to take them into account when preparing a new version of the article or to refute them with arguments (partially or completely). The finalization of the article should not take more than two months from the moment of sending an email message to the authors about the need to make changes. The article, revised by the author, is re-sent for review.

If the authors refuse to revise the materials, they must notify the editorial office in writing or orally about their refusal to publish the article. If the authors do not return the revised version after 3 months from the date of sending the review, even in the absence of information from the authors with a refusal to revise the article, the editorial office removes it from the register. In such situations, the authors are sent an appropriate notification of the removal of the manuscript from registration due to the expiration of the time allotted for revision.

If the author and reviewers have insoluble contradictions regarding the manuscript, the editorial board has the right to send the manuscript for additional review. In conflict situations, the decision is made by the editor-in-chief at a meeting of the editorial board.

The decision to refuse publication of the manuscript is made at a meeting of the editorial board in accordance with the recommendations of the reviewers. An article not recommended for publication by the decision of the editorial board is not accepted for reconsideration. The refusal to publish is sent to the author by e-mail.

After the editorial board of the journal makes a decision on the admission of the article to publication, the editorial board informs the author about it and indicates the terms of publication.

The presence of a positive review is not a sufficient reason for the publication of an article. The final decision on publication is made by the editorial board. In conflict situations, the decision is made by the editor-in-chief.

The originals of the reviews are kept in the editorial office of the journal for 5 years.