INSTRUCTIONS TO AUTHORS

Focus and Scope

The Journal of Clinical Research in Pediatric Endocrinology publishes original research articles, reviews, short communications, letters, case reports and other special features related to the field of pediatric endocrinology. JCRPE is published by the Turkish Pediatric Endocrinology and Diabetes Society quarterly (March, June, September, December).

Journal of Clinical Research in Pediatric Endocrinology is indexed in EBSCO, SCOPUS, EMBASE, Engineering Village, Reaxys, Index Copernicus, CINAHL, GALE, Turk Medline, Tübitak Ulakbim TR Index, Index Medicus/PubMed; Turkish Citation Index, PubMed Central (PMC), Science Citation Index-SCI-E and PubMed/MEDLINE.

The journal is printed on an acid-free paper.

Open Access Policy

This journal provides immediate open access to its content on the principle that making research widely available to the public supports a greater global exchange of knowledge.

GENERAL INFORMATION

Manuscripts must be written in English and must meet the requirements of the journal. Papers that do not meet these requirements will be returned to the author for necessary revision before the review. Manuscripts submitted to JCRPE are evaluated by peer reviewers. Authors of manuscripts requiring modifications have two months to resubmit a revised paper. Manuscripts returned after this deadline will be treated as new submissions. The journal is in compliance with the uniform requirements for manuscripts submitted to biomedical journals published by the International Committee of Medical Journal Editors (NEJM 1997; 336:309-315, updated 2001). Upon submission of the manuscript, authors are to indicate the type of trial/research and provide the checklist of the following guidelines when appropriate: Consort statement for randomized controlled trials (Moher D, Schultz KF, Altman D, for the CONSORT Group. The CONSORT statement revised recommendations for improving the quality of reports of parallel group randomized trials. JAMA 2001; 285 : 1896 - 97), the QUOROM statement for meta-analysis and systemic reviews of randomized controlled trials (Moher D, Cook D), Eastwood S, Olkin I, Rennie D, Stroup DF. Improving the quality of reports of meta-analyses of randomized controlled trials: the QUOROM Statement. Quality of Reporting of Meta-Analyses. Lancet 1999; 354 : 1986 – 90) and the MOOSE guidelines for meta-analysis and systemic reviews of observational studies (Stroup DF, Berlin JA, Morton SC, et al. Meta-analysis of observational studies in epidemiology: a proposal for reporting Meta-analyses of observational studies in Epidemiology (MOOSE) group. JAMA 2000; 283: 2008 – 12). Keywords are included according to MeSH (Medical Subject Headings) National Library of Medicine.

MANUSCRIPT CATEGORIES

All manuscripts must adhere to the limitations, as described below, for text only; the word count does not include the abstract, references, or figure/table legends. The word count must be noted on the title page, along with the number of figures and tables. Original Articles should be no longer than 5000 words and include no more than six figures and tables and 50 or fewer references.

Short Communications are short descriptions of focused studies with important, but very straightforward results. These manuscripts should be no longer than 2000 words, and include no more than two figures and tables and 20 or fewer references.

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Consensus Statements may be submitted by professional societies. All such submission will be subjected to peer review, must be modifiable in response to criticisms, and will be published only if they meet the Journal’s usual editorial standards. These manuscripts should typically be no longer than 4000 words and include no more than six figures and tables and 120 references.

Letters to the Editor may be submitted in response to work that has been published in the Journal. Letters should be short commentaries related to specific points of agreement or disagreement with the published work. Letters should be no longer than 500 words with no more than five complete sentences and may not include any figures or tables.

Note on Prior Publication

The journal publishes original research and review material. Material previously published in whole or in part shall not be considered for publication. At the time of submission, authors must report that the manuscript has not been published elsewhere. Abstracts or posters displayed at scientific meetings need not be reported.

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All Submissions Must Include:

1. A cover letter requesting that the manuscript be evaluated for publication in JCRPE and any information relevant to your manuscript. Cover letter should contain address, telephone, fax and e-mail address of the corresponding author.
2. Completed Copyright Assignment & Affirmation of Originality form. This form should be filled in thoroughly and faxed to the JCRPE Editorial Office at +90 212 621 99 27.
3. Completed Disclosure of Potential Conflict of Interest Form. The corresponding author must acquire all of the authors’ completed disclosure forms and fax them to the editorial office at +90 212 621 99 27.

Authors must complete the online submission forms. If unable to successfully upload the files please contact the editorial office by e-mail.

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INSTRUCTIONS TO AUTHORS

MANUSCRIPT PREPARATION

General Format
The Journal requires that all submissions be submitted according to these guidelines:
- Text should be double spaced with 2.5 cm margins on both sides using 12-point type in Times Roman font.
- All tables and figures must be placed after the text and must be labeled.
- In-text citations (text, references, tables, figures) should start on a separate page.
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- Full title
- Authors' names and institutions.
- Short title of not more than 40 characters for page headings
- At least three and maximum eight key words. Do not use abbreviations in the key words.
- Word count (excluding abstract, figure legends and references)
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- Name and address of person to whom reprint requests should be addressed
- Any grants or fellowships supporting the writing of the paper

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Original Articles should be submitted with structured abstracts of no more than 250 words. All information reported in the abstract must appear in the manuscript. The abstract should not include references. Please use complete sentences for all sections of the abstract. Structured abstract should include background, objective, methods, results and conclusions.

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The article should begin with a brief introduction stating why the study was undertaken within the context of previous reports.

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Clinical Trials Registration
For clinical trial reports to be considered for publication in the Journal, prospective registration, as endorsed by the International Conference of Medical Journal Editors, is required. We recommend use of http://www.sponsoredclinicaltrials.gov.

Experimental Animals
A statement confirming that all animal experimentation described in the submitted manuscript was conducted in accord with accepted standards of humane animal care, according to the Declaration of Helsinki and Genova Convention, should be included in the manuscript.

Materials and Methods
These should be described and referenced in sufficient detail for other investigators to repeat the work. Ethical consent should be included as stated above.

Results and Discussion
The Results section should briefly present the experimental data in text, tables, and/or figures. Do not compare your observations with that of others in the results section. The Discussion should focus on the interpretation and significance of the findings with concise objective comments that describe their relation to other work in that area.

Acknowledgments (Not Required for Submission)
An acknowledgment is given for contributors who may not be listed as authors, or for grant support of the research.

References
References to the literature should be cited in numerical order (in parentheses) in the text and listed in the same numerical order at the end of the manuscript on a separate page or pages. The author is responsible for the accuracy of references.

Number of References: Case Report max 30 / Original Articles max 50

Examples of the reference style are given below. Further examples will be found in the articles describing the Uniform Requirements for Manuscripts Submitted to Biomedical Journals (Ann Intern Med. 1988; 208:238-265; Br Med J. 1988; 296:401-405). The titles of journals should be abbreviated according to the style used in the Index Medicus.

Journal Articles and Abstracts: List all authors. The citation of unpublished observations, of personal communications is not permitted in the bibliography. The citation of manuscripts in press (i.e., accepted for publication) is permitted in the bibliography; the name of the journal in which they appear must be supplied. Citing an abstract is not recommended.

Books: List all authors or editors.

Sample References


Tables
Tables must be constructed as simply as possible. Each table must have a concise heading and should be submitted on a separate page. Tables must not simply duplicate the text or figures. Number all tables in the order of their citation in the text. Include a title for each table (a brief phrase, preferably no longer than 10 to 15 words). Include all tables in a single file following the manuscript.

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Figures & Images
At submission, the following file formats are acceptable: AI, EMF, EPS, JPG, PDF, PPT, PSD, TIF. Figures may be embedded at the end of the manuscript text file or loaded as separate files for submission purposes. All images MUST be at or above intended display size, with the following image resolutions: Line Art 800 dpi, Combination (Line Art + Halftone) 600 dpi, Halftone 300 dpi. See the Image quality specifications chart for details. Image files also must be cropped as close to the actual image as possible.

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4. Upon acceptance of your manuscript for publication, a completed Copyright Assignment & Affirmation of Originality Form will be faxed to the JCRPE Editorial Office (Fax: +90 212 621 99 27).
5. The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines, which is found in About the Journal.
6. Completed Disclosure of Potential Conflict of Interest Form. The corresponding author must acquire all of the authors' completed disclosure forms and fax them, together, to the editorial office along with the Author Disclosure Summary.

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2. For those manuscripts sent for external peer review, the editor assigns reviewers to the manuscript.
3. The reviewers review the manuscript.
4. The editor makes a final decision based on editorial priorities, manuscript quality, and reviewer recommendations.
5. The decision letter is sent to the author.

The Reviewer is Asked to Focus on the Following Issues:
1. General recommendation about the manuscript
   - How original is the manuscript?
   - Is it well presented?
   - How is the length of the manuscript?
2. Publication timing, quality, and priority
   - How important is the manuscript in this field?
   - Does it present original data?
   - Does it carry priority in publishing?
3. Specific questions regarding the quality of the manuscript
   - Are the methods clear?
   - Does the discussion cover all of the findings?
   - Are statistical analyses appropriate?
   - Are ethical guidelines met?
   - Are the results presented clearly?
   - Are the references appropriate for the manuscript?
4. Remarks to the editor
   - Accepted in its present form
   - Accepted after modest revisions
   - Reconsidered for acceptance after major changes
   - Rejected
5. Remarks to the author
   - What would be your recommendations to the author?
   - Conflict of interest statement for the reviewer (Please state if a conflict of interest is present)
   - For further instructions about how to review, see Reviewing Manuscripts for Archives of Pediatrics & Adolescent Medicine by Peter Cummings, MD, MPH; Frederick P. Rivara, MD, MPH in Arch Pediatr Adolesc Med. 2002;156:11-13
Review

257 Environmental Contaminants and Pancreatic Beta-Cells
Gabriel Fabricio, Ananda Malta, Abalo Chango, Paulo Cezar De Freitas Mathias, (D’Ascq, Beauvais, France, Brasilia, Maringá, Brazil)

Original Articles

264 The Relationship between Maternal Gestational Impaired Glucose Tolerance and Risk of Large-for-Gestational-Age Infant: A Meta-Analysis of 14 Studies
Hai-Qing Wang, Han-Lin Lai, Yi Li, Qi-Fei Liu, Shuang Hu, Li Li, (Anhui, China)

270 Indices of Glucose Homeostasis in Cord Blood in Term and Preterm Newborns
Afzal Ahmad, M. S. Rukmini, Charu Yadav, Ashish Agarwal, Poornima A. Manjrekar, Anupama Hegde, (Mangalore, India)

276 Regulatory T Cells and Vitamin D Status in Children with Chronic Autoimmune Thyroiditis
Zeynep Şıklar, Deniz Karataş, Figen Doğu, Bülent Hacihambaoğlu, Aydan Ikinciogullari, Merih Berberoğlu, (Ankara, Turkey)

282 Urinary Netrin-1: A New Biomarker for the Early Diagnosis of Renal Damage in Obese Children
Duygu Övünç Hacihambaoğlu, Bülent Hacihambaoğlu, Demet Altun, Tuba Müftuoğlu, Ferhan Karademir, Selami Süleymanoğlu, (İstanbul, Ankara, Turkey)

288 Anti-Müllerian Hormone and Inhibin-A, but not Inhibin-B or Insulin-Like Peptide-3, may be Used as Surrogates in the Diagnosis of Polycystic Ovary Syndrome in Adolescents: Preliminary Results
Aylin Yetim, Çağcıl Yetim, Ferdevs Bas, Oğuz Bülent Erol, Gülneş Çığ, Ahmet Uçar, Feyza Darendeliler, (İstanbul, Turkey)

298 Hidden Toxicity in Neonatal Intensive Care Units: Phthalate Exposure in Very Low Birth Weight Infants
Atalay Demirel, Asuman Çoban, Şükran Yıldırım, Canan Doğan, Rukiye Sanç, Zeynep Ince, (İstanbul, Turkey)

305 The Growth Characteristics of Patients with Noonan Syndrome: Results of Three Years of Growth Hormone Treatment: A Nationwide Multicenter Study

313 Soluble Endoglin Level Increase Occurs Prior to Development of Subclinical Structural Vascular Alterations in Diabetic Adolescents
Hamdi Cihan Emekisz, Aysun Bideci, Çağrı Damar, Betül Derinkuyu, Nurullah Çelik, Esra Doğer, Özge Yüce, Mehmet Cüneyt Özmen, Mahmut Orhun Camurdan, Peyami Cınaz, (Ankara, Turkey)

321 Adding Multiple Adipokines into the Model do not Improve Weight Gain Prediction by Leptin Levels in Newborns
Consuelo Treviño-Garza, Cynthia M. Estrada-Zúñiga, Leonardo Mancillas-Adame, Laura Villarreal-Martínez, Jesús Z. Villarreal-Pérez, Isaias Rodríguez-Balderrama, Fernando F. Montes-Tapia, Manuel E. de la O. Cavazos, (Monterrey/Nuevo Leon, Mexico)
<table>
<thead>
<tr>
<th>Page</th>
<th>Title</th>
<th>Authors</th>
<th>Location/Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>325</td>
<td>The Association between Serum 25-Hydroxy Vitamin D Level and Urine Cathelicidin in Children with a Urinary Tract Infection</td>
<td>Duygu Övünç Hacıhamdioğlu, Demet Altun, Bülent Hacıhamdioğlu, Ferhat Çekmez, Gökhan Aydemir, Mustafa Kul, Tuba Müftüoğlu, Selami Süleymanoğlu, Ferhan Karademir</td>
<td>İstanbul, Ankara, Turkey</td>
</tr>
<tr>
<td>330</td>
<td>Endocrine Dysfunctions in Patients with Inherited Metabolic Diseases</td>
<td>Şahin Erdöl, Halil Sağlam</td>
<td>Bursa, Turkey</td>
</tr>
<tr>
<td>334</td>
<td>The Role of Active Video-Accompanied Exercises in Improvement of the Obese State in Children: A Prospective Study from Turkey</td>
<td>Fatma Duman, Mehmet Hanifi Kokacya, Esra Doğru, Nihan Katayifçu, Özden Canbay, Fatma Aman</td>
<td>Hatay, Turkey</td>
</tr>
<tr>
<td>341</td>
<td>Identification and Functional Characterization of a Calcium-Sensing Receptor Mutation in an Infant with Familial Hypocalciuric Hypercalcaemia</td>
<td>Anna Papadopoulou, Evangelia Gole, Katerina Melachroinou, Christos Meristoudis, Tania Siahanidou, Anastasios Papadimitriou</td>
<td>Athens, Ioannina, Greece</td>
</tr>
<tr>
<td>347</td>
<td>Fluoxetine-Induced Hypoglycaemia in a Patient with Congenital Hyperinsulinism on Lanreotide Therapy</td>
<td>Dinesh Giri, Victoria Price, Zoe Yung, Mohammed Didi, Senthil Senniappan</td>
<td>Liverpool, United Kingdom</td>
</tr>
<tr>
<td>351</td>
<td>Gonadoblastoma and Papillary Tubal Hyperplasia in Ovotesticular Disorder of Sexual Development</td>
<td>Enver Simsek, Cigdem Binay, Meliha Demiral, Baran Tokar, Sare Kabukçuoğlu, Meleük Üstün</td>
<td>Eskişehir, Turkey</td>
</tr>
<tr>
<td>356</td>
<td>Corticosterone Methyl Oxidase Deficiency Type 1 with Normokalemia in an Infant</td>
<td>Ala Üstyol, Mehmet Emre Atabek, Norman Taylor, Matthew Chun-wing Yeung, Angel O. K. Chan</td>
<td>Konya, Turkey, London, United Kingdom, Pokfulam, Hong Kong</td>
</tr>
<tr>
<td>360</td>
<td>Pyridoxine-Responsive Seizures in Infantile Hypophosphatasia and a Novel Homozygous Mutation in ALPL Gene</td>
<td>Banu Güzell Nur, Gamze Çelmei, Esra Manguoğlu, Erdoğan Soyucen, İffet Bircan, Ercan Mıhçı</td>
<td>Antalya, Turkey</td>
</tr>
<tr>
<td>365</td>
<td>Pseudotumour Cerebri Presentation in a Child Under the Gonadotropin-Releasing Hormone Agonist Treatment</td>
<td>Ülkü Gül, Ayşe Kaçar Bayram, Mustafa Kendirci, Nihal Hatipoğlu, Deniz Okdemir, Hakan Gümüş, Selim Kurtoğlu</td>
<td>Kayseri, Turkey</td>
</tr>
<tr>
<td>368</td>
<td>Attitudes of Pediatricians Regarding Prevention and Treatment of Vitamin D Deficiency</td>
<td>Gülcan Seymen Karabulut, Sükrü Hatun, Aysun Bideci, Enver Hasanoğlu</td>
<td>Kocaeli, Ankara, Turkey</td>
</tr>
<tr>
<td>372</td>
<td>Are Vitamin D Drops Containing 400 IU Daily Adequate for Preventing Vitamin D Deficiency?</td>
<td>Hüseyin Anıl Korkmaz</td>
<td>Balıkesir, Turkey</td>
</tr>
<tr>
<td>373</td>
<td>Crouzonodermoskeletal Syndrome with Hypoplasia of Corpus Callosum and Inferior Vermis</td>
<td>Fatih Gürbüz, Serdar Ceylaner, Ali Kemal Topaloğlu, Bilgin Yüksel</td>
<td>Ankara, Turkey</td>
</tr>
</tbody>
</table>