

BASIC INFORMATION

The Revista Paulista de Pediatria **RPPed** is an annual publication of Sociedade de Pediatria de São Paulo (SPSP, acronyms in Portuguese). Since 1982, it has been dedicated to publishing original articles, reviews and clinical case reports in the area of health promotion for newborns, infants, children and adolescents, with an emphasis on the publication of clinical and epidemiological studies. The objective is to disseminate research of methodological quality related to topics of interest. The articles are available in full in electronic format and open access.

The Journal is indexed in the databases Web of Science, Pubmed Central, Medline, Scopus, Embase (Excerpta Medica Database), SciELO (Scientific Electronic Library Online), LILACS (Literatura Latino-Americana e do Caribe em Ciências da Saúde), Index Medicus Latino-Americano (IMLA), Sumários de Revistas Brasileiras, Redalyc (Red de Revistas Científicas de América Latina y el Caribe, España y Portugal Scientific Information System) and DOAJ (Directory of Open Access Journals).

The abbreviation of its title is **Rev Paul Pediatr**, which should be used in bibliographies, footnotes and bibliographic references.

OPEN SCIENCE COMPLIANCE

Following the guidelines of the global Open Science movement, **RPPed** adopts practices with the aim of contributing to open and shared scientific knowledge for the scientific community in different countries and for society. The published manuscripts are freely accessible in indexing databases and published on social networks and the Associação de Pediatria de São Paulo website.

In published works, the contributions of each author to the study are indicated and some form of sharing of the database of original studies is mandatory.

Furthermore, in line with Open Science, **RPPed** suggests publishing the study with the name of the reviewers responsible for its review, as long as these reviewers authorize the publication of their name when filling out the Review Form. Reviewers have the option to report review activity on Publons.

Executive editors authorize the publication of their names alongside articles edited by them.

PUBLICATION ETHICS

RPPed adopts and uses the guidelines of the SciELO Guide to Good Practices for Strengthening Ethics in Scientific Publication.

The ethical stance of research is essential for **RPPed**, therefore, misconduct, for example, plagiarism, is evaluated by the editorial board seriously and rigorously.

Clinical trials are only accepted upon presentation of a registration number and registration basis, following the clinical trials regulations of ORDINANCE No. 1,345, OF JULY 2, 2008, Ministry of Health of Brazil.

To register, access: https://ensaiosclinicos.gov.br/

Information regarding support for policies for registering clinical trials: According to ANVISA resolution - RDC 36, of June 27, 2012, which amends RDC 39/2008, all clinical studies phases I, II, III and IV must present proof registration of clinical research in the Brazilian Registry of Clinical Trials (ReBEC) database, a registry managed by the Fundação Oswaldo Cruz of clinical studies on human beings, publicly or privately funded, conducted in Brazil. The Brazilian Clinical Trials Registry (ReBEC) number must appear on the title page in parentheses "(The clinical case registration number is: -website)". For cases prior to June 2012, proof of other primary records from the International Clinical Trials Registration Platform (ICTRP/WHO) will be accepted.

Research involving humans must be approved by the Research Ethics Committee and the CAAE number must be placed on the Title Page.

- Original articles: attach a copy of the project approval by the Research Ethics Committee of the institution where the research was carried out. RPPed adopts resolution 196/96 of the National Health Council of the Ministry of Health, which approved the "Novas Diretrizes e Normas Regulamentadoras da Pesquisa Envolvendo Seres Humanos" (DOU 1996 Oct 16; no201, section 1:21082-21085). Only works prepared in accordance with these standards will be accepted.
- Case reports: it is necessary to send the approval of the Research Ethics Committee and, if it is possible to identify the patient, send a copy of the consent of the person responsible for scientific dissemination of the clinical case.

 Review articles and editorial: there is no need for an approval document from the Research Ethics Committee.
Attach a letter to the submission system justifying it being a review article and, for that reason, waiving the approval document.

Systematic reviews submitted from August 2021 must be registered on the PROSPERO platform (International Prospective Register of Systematic reviews). The record number must be included in the summary in the Data source section.

FOCUS AND SCOPE

The Revista Paulista de Pediatria is intended for the publication of original articles, reviews and clinical case reports in the area of health promotion for newborns, infants, children and adolescents, with an emphasis on the publication of clinical and epidemiological studies. The objective is to disseminate research of methodological quality related to topics of interest.

DIGITAL PRESERVATION

This Journal follows the standards defined in the SciELO Program's Digital Preservation Policy program.

INDEXING SOURCES

- DOAJ (Directory of Open Access Journals)
- Embase (Excerpta Medica Database)
- IMLA (Index Medicus Latino-americano)
- LILACS (Literatura Latino-Americana e do Caribe em Ciências da Saúde)
- Medline
- Pubmed Central
- Redalyc (Red de Revistas Científicas de América Latina y el Caribe, España y Portugal Scientific Information System)
- SciELO (Scientific Electronic Library Online)
- Scopus
- Sumários de Revistas Brasileiras
- Web of Science.

BIBLIOGRAPHICAL SHEET

- Title of the periodical: Revista Paulista de Pediatria
- Short title: Rev Paul Pediatr
- Publication of: Associação de Pediatria de São Paulo (Sociedade de Pediatria de São Paulo)
- Frequency: Yearly
- Publication method: Continuous Publishing
- Year of creation of the periodical: 1982

WEBSITES E MÍDIAS SOCIAIS

- Instagram: https://www.instagram.com/sociedadespsp/
- Facebook: https://www.facebook.com/sociedadespsp? locale=pt_BR
- Youtube: https://www.youtube.com/channel/UCsVYjoZO uNxzUxMDgF_tAxg
- X: https://twitter.com/i/flow/login?redirect_after_login =%2Fsociedadespsp

EDITORIAL POLICY

Preprints

The Journal encourages the publication of preprint articles on public platforms, such as Preprints, SciELO Preprints and others, so that, if applicable, they can be discussed openly before being published.

RPPed, in relation to preprints, points out that it does not consider that the publication of articles in preprint repositories takes away the originality of the submitted article.

When submitting articles deposited on public preprint platforms, it is necessary to send preprint identification data to maintain information transparency:

- Place the preprint information on the title page: title, authors, name of the repository where it was published, publication date and DOI.
- Inform whether the preprint is an earlier version of the manuscript or simply complementary information to the research.
- Declare conflict of interest and funding source related to the preprint.
- Complete the Open Science Compliance Form and submit as a supplementary document on the submission platform.

Peer Review Process

Each article submitted is forwarded to the editor-in-chief, who checks whether it complies with the minimum standards specified in the publication rules and whether it meets the objectives of the Journal. Next, the article is sent to at least two reviewers, experts in the field, blind to the authorship of the article to be examined, accompanied by a specific review form. Once this review has been carried out, the Journal's editors decide whether the article will be accepted without modifications, whether it should be rejected or whether it should be sent to the authors for modifications and subsequent reevaluation. Given this last option, the article is re-evaluated by the editors for a subsequent decision regarding acceptance, refusal or the need for new modifications. There is the possibility of

requests for review and refusal at all stages, until the final decision is made by the editor-in-chief.

The Revista Paulista de Pediatria, in line with Open Science, publishes in the final article the name or names of the editors responsible for the evaluation.

Open Data

RPPed encourages the author(s) to publish access to the analysis data repository or the data to be made available with the corresponding author, in this way the accessibility of the relevant data will be ensured.

The Guide's guidance for promoting openness, transparency and reproducibility of research published by SciELO journals is followed by **RPPed**, aiming to contribute to the integrity of scientific research.

Submitted articles must be accompanied by the Open Science Compliance Form duly completed and attached to the mandatory documents.

Fee Collection

RPPed does not charge any fees for evaluation and publication. The publication is free and open access.

The maintenance of the Journal is entirely paid for by the Associação de Pediatria de São Paulo.

Only the mandatory submission of articles in English is the responsibility of the authors, with no costs incurred by **RPPed**.

Ethics and Misconduct Policy, Errata and Retraction

The ethical stance of research is essential for **RPPed**, therefore, misconduct, for example, plagiarism, data tampering, duplication of publications, undeclared conflict of interest, among others, is evaluated by the editorial board seriously and rigorously.

In confirmed cases of misconduct, **RPPed** reserves the right to reject the manuscript, in addition to communicating the infraction to affiliated institutions and even prohibiting future submissions by authors to the Journal.

- Errata: the errata is published to correct significant errors that harm the content of the manuscript's data. To avoid publication of errata, RPPed carries out a double internal review and passes the final version to the authors so that they can fully validate the wording, author names and affiliations, in order to correct possible errors before publication. If the need for an errata is confirmed, authors contact RPPed, which assesses the situation and takes action if the importance of the errata is confirmed.
- Plagiarism and self-plagiarism: plagiarism and self-plagiarism are not permitted by RPPed. Manuscripts

- showing a percentage above 35% between different sources or 10% from a single source will be rejected, unless the similarity is with theses deposited on institutions' platforms to obtain an academic level.
- Duplicate and redundant publication: the manuscript submitted to RPPed must be original and cannot be submitted simultaneously to other journals while being evaluated by RPPed. Such practice will result in the article being rejected.
- Data falsification: manuscripts with image manipulation, fabrication or falsification of data will be rejected and, in the case of publication before fraud is detected, a retraction will be made. Fraud of this nature results in possible sanctions by the Editorial Board.
- Retraction: cases of serious errors or scientific misconduct will require a retraction of the article. The decision to retract an article is made by the editor-inchief, who carefully evaluates all the data. In the case of retraction, it is published together with the article, on the Journal's website.
- Use of chatbots: RPPed does not allow the use of AI (Artificial Intelligence) in the preparation of manuscripts.

Conflict of Interest Policy

In the case of a conflict of interest, everyone involved in evaluating the manuscript is obliged to declare the conflict. The conflict of interest may be of a personal, commercial, political, academic or financial nature. Conflicts of interest may occur when authors, reviewers or editors have interests that may influence the preparation or evaluation of manuscripts. When submitting the manuscript, authors are responsible for recognizing and disclosing financial or other conflicts that may have influenced the work. If there is, even potentially, a conflict of interest, the author(s) must inform this in a signed document attached to the submission platform.

The existence of a conflict of interest does not prevent the publication of an article, but it is essential for the evaluation to be transparent, in possession of all information about the article.

Authors: authors must declare the conflict of interest in the ScholarOne submission system and on the article's Title Page. If there is no conflict of interest, enter - Conflict of Interest: nothing to declare.

Reviewers and editors: must inform the **RPPed** secretariat or the editor-in-chief of any possible conflict of interest. Communication must occur before the assessment begins.

Adoption of Similarity Checking Software

RPPed makes use of CrossRef software to detect similarity. Manuscripts with similarity above 35% between different sources

or 10% from a single source are rejected, unless the similarity is with theses deposited on institutions' platforms to obtain an academic level. All articles are checked immediately after submission, before peer review. The similarity assessment is done by the editor-in-chief. If similarity is detected, the authors are notified and the article is rejected.

RPPed does not allow the use of AI (Artificial Intelligence) in the preparation of manuscripts.

Sex and Gender Issues

The **RPPed** editorial team, in addition to the authors who publish in the Journal, always seek to observe the guidelines on Sex and Gender Equity in Research – SAGER. The SAGER guidelines comprise a set of guidelines for reporting information about sex and gender in study design, data analysis and results, and interpretation of findings. Furthermore, **RPPed** observes the gender equity policy in the formation of its editorial board.

Ethics Committee

Authors must attach a statement of approval from the Research Ethics Committee of the institution responsible for approving the research.

Clinical trials will only be accepted upon presentation of a registration number and registration basis, following the clinical trials regulations of ORDINANCE No. 1,345, OF JULY 2, 2008, Ministry of Health of Brazil.

To register, access: http://www.ensaiosclinicos.gov.br/ Research involving human beings must be approved by the Research Ethics Committee and the CAAE number must be placed on the Title Page.

- Original articles: attach a copy of the project approval by the Research Ethics Committee of the institution where the research was carried out. RPPed adopts resolution 196/96 of the National Health Council of the Ministry of Health, which approved the "New Guidelines and Regulatory Norms for Research Involving Human Beings" (DOU 1996 Oct 16; no201, section 1:21082-21085). Only works prepared in accordance with these standards will be accepted.
- Case reports: it is necessary to send the approval of the Research Ethics Committee and, if it is possible to identify the patient, send a copy of the consent of the person responsible for scientific dissemination of the clinical case.
- Review articles and editorial: there is no need for an approval document from the Research Ethics Committee. Attach a letter to the submission system justifying that it is a review article and for that reason, the approval document is waived.

Systematic reviews, submitted from August 2021 onwards, must be registered on the PROSPERO platform (International Prospective Register of Systematic reviews). The record number must be included in the summary in the Data source section.

Copyright

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Intellectual property

All Journal content, except where otherwise identified, is licensed under a Creative Commons Attribution BY License.

The articles are available, in their electronic format, in full in English, through open and free access in the indexing databases.

Author's responsibility

The author's declaration of responsibility in the submission letter regarding the content published in the Journal must be attached as a mandatory supplementary document.

The subjects, data and concepts published in **RPPed** are the sole responsibility of the authors.

Authors of articles published by **RPPed** maintain the copyright of their works, licensing them under the Creative Commons Attribution license, which allows articles to be reused and distributed without restriction, as long as the original work is correctly cited.

Revista Paulista de Pediatria encourages authors to self-archive their accepted manuscripts, publishing them on personal blogs, institutional repositories and academic social media, as well as posting them on their personal social media, as long as the full citation is included in the website version of the Journal.

Sponsors

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Editor in chief

• Ruth Guinsburg: Universidade Federal de São Paulo (UNIFESP), Escola Paulista de Medicina, Departamento de Pediatria, São Paulo, SP, Brasil, Orcid: https://orcid.org/0000-0003-1967-9861, Lattes: https://lattes.cnpq.br/6286661930160341, e-mail: ruth.guinsburg@gmail.com

Associated Editor

 Sonia Regina Testa da Silva Ramos: Universidade de São Paulo (USP), Departamento de Pediatria da Faculdade de Medicina, São Paulo, SP, Brasil, Orcid: https://orcid. org/0000-0001-8295-2299, Lattes: http://lattes.cnpq. br/8859985976507422, e-mail: sonia.ramos@hc.fm. usp.br

Executive editors

- Antonio Carlos Pastorino: Universidade de São Paulo (USP), Departamento de Pediatria da Faculdade de Medicina, São Paulo, SP, Brasil, Orcid: https://orcid. org/0000-0002-2756-627X, Lattes: http://lattes. cnpq.br/7002347102369107, e-mail: acpastorino@uol.com.br
- Cléa Rodrigues Leone: Universidade de São Paulo (USP), Departamento de Pediatria da Faculdade de Medicina, São Paulo, SP, Brasil, Orcid: https://orcid. org/0000-0002-5264-6781, Lattes: http://lattes.cnpq. br/6958280270671715, e-mail: clearleone@uol.com.br
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- Cristiane Kochi: Faculdade de Ciências Médicas da Santa Casa de São Paulo, Departamento de Pediatria, São Paulo, SP, Brasil, Orcid: https://orcid.org/0000-0003-2727-8646, Lattes: http://lattes.cnpq.br/9509191055785062, e-mail: ckochi@outlook.com
- Fabio Carmona: Universidade de São Paulo (USP), Departamento de Puericultura e Pediatria da Faculdade de Medicina de Ribeirão Preto, Ribeirão Preto, SP, Brasil, Orcid: https://orcid.org/0000-0001-5743-0325, lattes: https://lattes.cnpq.br/0681372450236315, e-mail: carmona@usp.br
- Gil Guerra Jr.: Universidade Estadual de Campinas (UNICAMP), Departamento de Pediatria da Faculdade de Ciências Médicas, Campinas, SP, Brasil, Orcid: 0000-0002-2991-7678, Lattes: http://lattes.cnpq.br/4958858509203608, e-mail: gileandrea@uol.com.br
- Marina Carvalho de Moraes Barros: Universidade Federal de São Paulo (UNIFESP), Escola Paulista de Medicina, Departamento de Pediatria, São Paulo, SP, Brasil, Orcid: https://orcid.org/0000-0001-6989-3474, Lattes: http://lattes.cnpq.br/6729971375293260, e-mail: marinamoraesbarros@uol.com.br

- Mário Cícero Falcão: Universidade de São Paulo (USP), Departamento de Pediatria da Faculdade de Medicina, São Paulo, SP, Brasil, Orcid: https://orcid. org/0000-0002-5658-3992, Lattes: http://lattes.cnpq. br/4708894605929339, e-mail: profmariofalcao@yahoo. com.br
- Paulo Henrique Manso: Universidade de São Paulo (USP), Departamento de Puericultura e Pediatria da Faculdade de Medicina de Ribeirão Preto, Ribeirão Preto, SP, Brasil, Orcid: https://orcid.org/0000-0003-1165-9786, Lattes: http://lattes.cnpq.br/5067864983285065, e-mail: phmanso@fmrp.usp.br
- Tamara Beres Lederer Goldberg: Universidade Estadual Paulista (UNESP), Faculdade de Medicina de Botucatu, Botucatu, SP, Brasil, Orcid: https://orcid. org/0000-0001-7017-766X, Lattes: http://lattes.cnpq. br/7214834859260397, e-mail: rpp@spsp.org.br
- Tulio Konstantyner: Universidade Federal de São Paulo (UNIFESP), Escola Paulista de Medicina, Departamento de Pediatria, São Paulo, SP, Brasil, Orcid: https://orcid.org/0000-0002-7931-9692, Lattes: http://lattes.cnpq.br/1201390189646170, e-mail: tkmed@uol.com.br

Honorary Editor

• Antonio de Azevedo Barros Filho: Universidade Estadual de Campinas (UNICAMP), Departamento de Pediatria da Faculdade de Ciências Médicas, Campinas, SP, Brasil, Orcid: https://orcid.org/0000-0001-6239-1121, Lattes: http://lattes.cnpq.br/9021874552593251, e-mail: abarros@fcm.unicamp.br

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INSTRUCTIONS TO AUTHORS

Types of documents accepted

TYPES OF ARTICLES PUBLISHED

Original articles: mainly include epidemiological and clinical studies. Experimental studies may be accepted, but they are not the main focus of the Journal.

Case reports: include articles that describe cases of patients with rare diseases or infrequent or innovative interventions.

Review articles: critical or systematic analyzes of the literature on a selected topic sent spontaneously by the authors. The Journal prioritizes systematic reviews, only accepting other types of reviews on innovative topics.

Editorials: commissioned by the editors to discuss a controversial and/or interesting and/or relevant topic or original article, to be published in the Journal.

Author Contribution

All articles must describe the authors' contribution on the title page using the following nomenclature:

Study design;

Data collection;

Data analysis;

Manuscript writing;

Manuscript revision;

Study supervision.

All authors must have significant participation in the preparation of the article and these data are reported in the published article. For further clarification we recommend seeing CRediT Taxonomy.

FORM AND PREPARATION OF MANUSCRIPTS

Article submission format

ATTENTION:

Each of the items below must be uploaded separately to the system:

- 1) Submission letter;
- Opinion of the Institution's Ethics and Research Committee;
- 3) Copyright Authorization;
- 4) Open Science Compliance Form;
- 5) Title page;
- 6) Main document with summary, keywords, text, bibliographic references, tables, figures and graphs Do not include the names of the authors in this file;
- 7) Additional files, when relevant.

The complete content of the original article must comply with the "Uniform Requirements for Originals Submitted to Biomedical Journals", published by the International Committee of Medical Journal Editors (https://www.icmje.org/). Each of the following sections must start on a new page: summary and keywords, in English and Portuguese; text and bibliographic references. Tables and figures must be numbered in Arabic numerals and placed at the end of the text. Each table and/or figure must contain a title and footnotes.

TITLE PAGE

Format with the following items:

- Title of the article, in English and Portuguese, (avoid abbreviations): maximum 20 words; followed by the short title (maximum 60 characters including spaces).
- FULL name of each of the authors, ORCID number (this information is mandatory — the lack of it will make it impossible to publish the article), accompanied by the name of the employment or academic institution to which they belong (there must be only

one), city, state and country. The names of institutions and programs should preferably be presented in full and in the institution's original language; or in English when the script is not Latin (For example: Greek, Mandarin, Japanese...).

- Corresponding author: define the corresponding author and enter full address (address with zip code, telephone, fax and, obligatorily, email address).
- Clinical trials: The Brazilian Clinical Trials Registry (ReBEC) number must appear in parentheses: "(The clinical case registration number is: -site)".
- Declaration of conflict of interest: describe any connection of any of the authors with companies that may have any interest in disseminating the manuscript submitted for publication. If there is no conflict of interest, write "The authors declare that there is no conflict of interests".
- Project financing source: describe whether the work received financial support, the source (in full), the country, and the process number. Do not repeat support in acknowledgments. If there is no funding source, write "The study did not receive any funding".
- Total number of words: in the text (exclude abstract, acknowledgment, references, tables, graphs and figures) and in the summary. Also include the total number of tables, graphs and figures and the number of references.
- Authors' contributions: enter each author's contribution using the descriptors: study design; data collection; data analysis; manuscript writing; manuscript review; study supervision.
- Declaration: only in original articles. Declare that "the database that gave rise to the article is available in an open repository (insert the name of the repository) or on request, with the corresponding author".
- CAAE number, as provided for in the approval of the Research Ethics Committee.

ABSTRACT

It must be in English and Portuguese, with a maximum of 250 words. Do not use abbreviations. It must be structured according to the following guidelines:

- Original article abstract: must contain the following sections: Abstract: Objective, Methods, Results and Conclusions. (Resumo: Objetivo, Métodos, Resultados e Conclusões).
- Abstract of review articles: must contain the sections: Abstract: Objective, Data source, Data synthesis and Conclusions. (Resumo: Objetivo, Fontes de dados, Síntese dos dados e Conclusões).

 Case report abstract: must contain the following sections: Abstract: Objective, Case description and Comments. (Resumo: Objetivo, Descrição do caso e Comentários).

For the abstract, it is important to obey the grammatical rules of the English language.

KEYWORDS

They must be in English and Portuguese. Provide, below the abstract, 3 to 6 descriptors, which will help the appropriate inclusion of the abstract in bibliographic databases. Exclusively use descriptors from the list of "Health Sciences Descriptors" prepared by BIREME and available on the website https://decs.bvsalud.org/en/. This list shows the corresponding terms in Portuguese and English.

TEXT

It is important to obey grammatical rules and fluency in the English language.

- Original article: divided into Introduction (succinct with 4-6 paragraphs, with 1 paragraph introducing the topic, 1-2 paragraphs about what is known about the topic, 1 paragraph about what is not known and then placing the objective of the study); Method (specify the study design, describe the population studied and the selection methods, define the procedures used, detail the statistical method. It is mandatory to declare the approval of the procedures by the institution's Research Ethics Committee); Results (clear and objective — the author must not repeat the information contained in tables and graphs in the body of the text); Discussion (interpret the results and compare them with literature data, emphasizing the important aspects of the study and its implications, as well as its limitations — end this section with conclusions relevant to the study objectives).
- Review articles: they do not follow a rigid section scheme, but it is suggested that they have an introduction to emphasize the importance of the topic, the review itself, followed by comments and, when relevant, recommendations.
- Case reports: divided into Introduction (succinct with 3 to 5 paragraphs, to highlight what is known and what remains to be known about the disease or procedure in question); Case report itself (do not include data that could identify the patient) and Discussion (in which a comparison is made with other cases in the literature and the innovative or relevant perspective of the case in question).

GENERAL RULES

Submissions must be made in English only. The article must be typed in A4 format (210x297mm), with a 25mm margin on all margins, double spaced in all sections. Use Times New Roman font size 11, numbered pages in the upper right corner and Microsoft Word* word processor. Manuscripts must contain, at most:

- Original articles: 3000 words (not including: abstract in English and Portuguese, tables, graphs, figures and bibliographic references) and up to 30 references.
- Reviews: 3500 words (not including: abstract in English and Portuguese, tables, graphs, figures and bibliographic references) and up to 55 references.
- Case reports: 2000 words (not including: abstract in English and Portuguese, tables, graphs, figures and bibliographic references) and up to 25 references.

It is mandatory to send a submission letter **signed by all authors**. In this letter, authors must mention that the article is original, has never been published and has not been or will not be sent to another journal while its publication is being considered by **RPPed**. Furthermore, the letter must state what role each author played in preparing the study and article and that everyone agrees with the version sent for publication. The letter must also mention that no information was omitted regarding funding for the research or connections with people or companies that may be interested in the data covered by the article or case. Finally, it must contain an indication that the authors are responsible for the content of the manuscript.

Copyright authorization: when submitting the manuscript for the RPPed evaluation process, all authors must sign the form available on the submission website, in which the authors acknowledge that, from the moment of acceptance of the article for publication, the author maintains the copyright over the published article and the Associação de Pediatria de São Paulo holds the right of first publication.

All mandatory documents are available at: https://www.spsp.org.br/publicacoes/revista/

Digital Assets

A maximum of 4 tables and 2 illustrations (including figures and graphs) per article are allowed. They must be submitted in the same file as the article, being placed at the end, after the bibliographic references. If approved, figures and graphs with better resolution will be requested.

Tables

Tables must be typed in a minimum font size of 11. To avoid using horizontal tables, **RPPed** recommends that authors use a maximum of 100 characters in each table line. Up to 4 tables

are allowed per article, with the limit of one page for each being respected. Explanations should be at the foot of the table and not in the title. Do not use any space next to the ± symbol. Type the tables in the Word word processor, using rows and columns — do not separate columns as tab marks. Do not import Excel or Powerpoint tables. **Numerals in tables:** when numbers are integers, use a maximum of one decimal place. For decimal numbers — preferably — two decimal places. In the p-value, use 3 decimal places. To report odds ratios or relative risk and confidence intervals, use 2 decimal places.

Graphics

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Li X, Lidsky P, Xiao Y, Wu CT, Garcia-Knight M, Yang J, et al. Ethacridine inhibits SARS-CoV-2 by inactivating viral particles in cellular models. BioRxiv [Preprint]. 2020 Nov 2:2020.10.28.359042. doi: 10.1101/2020.10.28.359042.

2. Articles in periodicals

Up to 6 authors: list all authors: Jih WK, Lett SM, des Vignes FN, Garrison KM, Sipe PL, Marchant CD. The increasing incidence of pertussis in Massachusetts adolescents and adults. 1989-1998. Infect Dis. 2000:182:1409-16.

More than 6 authors:

Rose ME, Huerbin MB, Melick J, Marion DW, Palmer AM, Schiding JK, et al. Regulation of interstitial excitatory amino acid concentrations after cortical contusion injury. Brain Res. 2002;935:40-6.

Research groups:

- a. No defined author: Diabetes Prevention Program Research Group. Hypertension, insulin, and proinsulin in participants with impaired glucose tolerance. Hypertension. 2002;40:679-86.
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3. Books and other monographs - Books:

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6. Abstracts published in conference proceedings:

Blank D, Grassi PR, Schlindwein RS, Melo JL, Eckhert GE. The growing threat of injury and violence against youths in southern Brazil: a ten year analysis. Abstracts of the Second World Conference on Injury Control; 1993 May 20-23; Atlanta, USA. p. 137-8.

7. Master's or doctoral theses:

Afiune JY. Avaliação ecocardiográfica evolutiva de recémnascidos pré-termo, do nascimento até o termo [master´s thesis]. São Paulo (SP): USP; 2000.

8. Other published materials:

Artigos em jornais, boletins e outros meios de divulgação escrita: Tynan T. Medical improvements lower homicide rate: study sees drop in assault rate. The Washington Post. 2002 Aug 12. p.1.

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Brazil - Ministério da Saúde. Recursos humanos e material mínimo para assistência ao RN na sala de parto. Portaria SAS/MS 96, 1994. Institui diretrizes para a organização da atenção integral e humanizada ao recémnascido (RN) no Sistema Único de Saúde (SUS). Brasília (DF): Diário Oficial da União, 1994.

Obs: se o material for disponível na internet, colocar Available from: htttp://www....

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Abood S. Quality improvement initiative in nursing homes: the ANA acts in an advisory role. Am J Nurs [serial on the Internet]. 2002;102 [cited 2002 Aug 12]. Available from: http://www.nursingworld.org/AJN/2002/ june/ Wawatch.htm

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American Medical Association [homepage on the Internet]. AMA Office of Group Practice Liaison [cited 2002 Aug 12]. Available from: http://www.ama-assn.org/ama/pub/category/1736.html

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Contact

Sociedade de Pediatria de São Paulo

R. Maria Figueiredo, 595 – 10° andar, CEP: 04002-003 São Paulo - SP - Brasil

Tel./Fax: (55 11) 3284-0308; 3289-9809; 3284-0051 **E-mail:** rpp@spsp.org.br