To,

The Editor

Sub: Submission of Manuscript for publication

Dear Sir,

We intend to publish an article entitled " " in your esteemed journal as an Review Article.

> Commented [D1]: Title of the manuscript

On behalf of all the contributors, I will act as a guarantor and will correspond with the journal from this point onward.

Prior publication

> Commented [D2]: Give information about prior publication or presentation in a conference/seminar. If nil, state so

Support

> Commented [D3]: State the name of the funding agency. If nil, state so.

Conflicts of interest

> Commented [D4]: State perceived or otherwise conflicts of interest. If nil, state so

Permissions

> Commented [D5]: Give information about permission for reproducing pre-published information/material. If nil, state so

We also agree to provide post-publication update on the article.

> Commented [D6]: The journal expects the contributors to give **post-publication updates** on the subject of review. The update should be brief, covering the advances in the field after the publication of article and should be sent as letter to editor, as and when major development occur in the field.

We have done sufficient work in the field to justify authorship for this article.

> Commented [D7]: Only those who have done substantial work in a particular field can write a **review article**. A short summary of the work done by the contributor(s) in the field of review should accompany manuscript.

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We would like to suggest following referees for the article.

> Commented [D8]: Optional to provide names of two or three particularly qualified reviewers who have had experience in the subject of the submitted manuscript, but who are not affiliated with the same institutes as the contributor/s. Kindly include complete address as well as e-mail.

Name	Address	E-mail

Thanking you,

Yours' sincerely,

Signature

Corresponding contributor:

> Commented [D9]: Address of corresponding author

E-mail -

Encl : Contributor's form signed by all the contributors

     Checklist

Contributors' form *(to be modified as applicable and one signed copy attached with the manuscript)*

Manuscript Title:

_____

     I/we certify that I/we have participated sufficiently in the intellectual content, conception and design of this work or the analysis and interpretation of the data (when applicable), as well as the writing of the manuscript, to take public responsibility for it and have agreed to have my/our name listed as a contributor. I/we believe the manuscript represents valid work. Neither this manuscript nor one with substantially similar content under my/our authorship has been published or is being considered for publication elsewhere, except as described in the covering letter. I/we certify that all the data collected during the study is presented in this manuscript and no data from the study has been or will be published separately. I/we attest that, if requested by the editors, I/we will provide the data/information or will cooperate fully in obtaining and providing the data/information on which the manuscript is based, for examination by the editors or their assignees. Financial interests, direct or indirect, that exist or may be perceived to exist for individual contributors in connection with the content of this paper have been disclosed in the cover letter. Sources of outside support of the project are named in the cover letter.

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     We give the rights to the corresponding author to make necessary changes as per the request of the journal, do the rest of the correspondence on our behalf and he/she will act as the guarantor for the manuscript on our behalf.

     All persons who have made substantial contributions to the work reported in the manuscript, but who are not contributors, are named in the Acknowledgment and have given me/us their written permission to be named. If I/we do not include an Acknowledgment that means I/we have not received substantial contributions from non-contributors and no contributor has been omitted.

Name	Signature	Date signed

Checklist *(to be tick marked, as applicable and one copy attached with the manuscript)*

Manuscript Title

_____

Covering letter

- ❑ Signed by all contributors
- ❑ Previous publication / presentations mentioned
- ❑ Source of funding mentioned
- ❑ Conflicts of interest disclosed

Authors

- ❑ Middle name initials provided
- ❑ Author for correspondence, with e-mail address provided
- ❑ Number of contributors restricted as per the instructions
- ❑ Identity not revealed in paper except title page (e.g. name of the institute in material and methods, citing previous study as 'our study', names on figure labels, name of institute in photographs, etc.)

Presentation and format

- ❑ Double spacing
- ❑ Margins 2.5 cm from all four sides
- ❑ Title page contains all the desired information (vide supra)
- ❑ Running title provided (not more than 50 characters)
- ❑ Abstract page contains the full title of the manuscript
- ❑ Abstract provided (not more than 250 words for review articles)
- ❑ Unstructured abstract with information on brief background of the medical literature regarding the review, the aims and objectives of the review, the methods of data collection, and conclusions to be provided for a review article
- ❑ Key words provided (three or more)
- ❑ Introduction of 75-100 words
- ❑ Headings in title case (not ALL CAPITALS, not underlined)
- ❑ References cited in superscript in the text without brackets
- ❑ References according to the journal's instructions.

Language and grammar

- ❑ Uniformly British English
- ❑ Abbreviations spelt out in full for the first time
- ❑ Numerals from 1 to 10 spelt out
- ❑ Numerals at the beginning of the sentence spelt out

Tables and figures

- ❑ No repetition of data in tables/graphs and in text
- ❑ Actual numbers from which graphs drawn, provided
- ❑ Figures necessary and of good quality (colour)
- ❑ Table and figure numbers in Arabic letters (not Roman)
- ❑ Labels pasted on back of the photographs (no names written)
- ❑ Figure legends provided (not more than 40 words)
- ❑ Patients' privacy maintained (if not, written permission enclosed)
- ❑ Credit note for borrowed figures/tables provided

Type of article: Review Article

Title of the article:

Running title

> **Commented [D10]:** Not more than 50 characters

Contributors

> **Commented [D11]:** Last name First name initials of middle name, with highest academic degree and institutional affiliation

1.
2.
3.
4.
5.
6.

Department(s) and institution(s)

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Organisation:

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Date:

Abstract Page

Title of the article:

Abstract:

Keywords:

Introduction:

Methods

Results (Only for systematic reviews and meta-analysis)

Discussion

References:

List of Abbreviations:

Abbreviation	Definition

Acknowledgements:

Name	Role

Source(s) of support:

Conflicting Interest (If present, give more details):

Contribution Details:

Enter the role of contributors in the first column and names of the contributors in the columns 2, 3, and so on.

Role (Concepts, Design, Definition of intellectual content, investigation, manuscript writing, etc.)	Contributor 1	Contributor 2	Contributor 3	Contributor 4

Summary of work done by the contributors

PROSPERO registry number:

Reporting guidelines:

This study has been reported as per the PRISMA reporting guidelines

Patient declaration of consent statement:

Fill the PRISMA checklist given below:

Reporting guidelines for Review Articles (Systemic and Narrative review articles): PRISMA (2009)

A. Systematic Review and Meta-Analysis

Section/topic		Checklist item	Yes/ No
TITLE			
Title	1	Identify the report as a systematic review, meta-analysis, or both.	
ABSTRACT			
Structured summary	2	Provide a structured summary (IMRAD) including, as applicable: **Introduction**(objectives); **Methods**; (study eligibility criteria, participants, and interventions; study appraisal and synthesis methods); **results**; **Discussion (**limitations, conclusions and implications of key findings) **systematic review registration number (PROSPERO)**	
INTRODUCTION			
Rationale	3	Describe the rationale for the review in the context of what is already known.	
Objectives	4	Provide an explicit statement of questions being addressed with reference to participants, interventions, comparisons, outcomes, and study design (PICOS).	
METHODS			
Protocol and registration	5a	Indicate if a review protocol exists, if and where it can be accessed (e.g., Web address), and, if available, provide registration information including registration number	
	5b	Registration on PROSPERO (preferable)	

Eligibility criteria	6	Specify study characteristics (e.g., PICOS, length of follow-up) and report characteristics (e.g., years considered, language, publication status) used as criteria for eligibility, giving rationale.	
Information sources	7	Describe all information sources (e.g., databases with dates of coverage, contact with study authors to identify additional studies) in the search and date last searched.	
Search	8	Present full electronic search strategy for at least one database, including any limits used, such that it could be repeated.	
Study selection	9	State the process for selecting studies (i.e., screening, eligibility –inclusion/exclusion criteria, included in systematic review, and, if applicable, included in the meta-analysis).	
Data collection process	10	Describe method of data extraction from reports (e.g., piloted forms, independently, in duplicate) and any processes for obtaining and confirming data from investigators.	
Data items	11	List and define all variables for which data were sought (e.g., PICOS, funding sources) and any assumptions and simplifications made.	
Risk of bias in individual studies	12	Describe methods used for assessing risk of bias of individual studies (including specification of whether this was done at the study or outcome level), and how this information is to be used in any data synthesis.	
Summary measures	13	State the principal summary measures (e.g., risk ratio, difference in means).	
Synthesis of results	14	Describe the methods of handling data and combining results of studies, if done, including measures of consistency (e.g., I2) for each meta-analysis. (only for meta-analysis study)	
Risk of bias across studies	15	Specify any assessment of risk of bias that may affect the cumulative evidence (e.g., publication bias, selective reporting within studies).	
Additional analyses	16	Describe methods of additional analyses (e.g., sensitivity or subgroup analyses, meta-regression), if done, indicating which were pre-specified. (only for meta-analysis study)	

RESULTS

Study selection	17	Give numbers of studies screened, assessed for eligibility, and included in the review, with reasons for exclusions at each stage, ideally with a flow diagram.	
Study characteristics	18	For each study, present characteristics for which data were extracted (e.g., study size, PICOS, follow-up period) and provide the citations.	
Risk of bias within studies	19	Present data on risk of bias of each study and, if available, any outcome level assessment (see item 12). (only for meta-analysis study)	

Section/topic		Checklist item	Yes/ No
Results of individual studies	20	For all outcomes considered (benefits or harms), present, for each study: (a) simple summary data for each intervention group (b) effect estimates and confidence intervals, ideally with a forest plot. (only for meta-analysis study)	
Synthesis of results	21	Present results of each meta-analysis done, including confidence intervals and measures of consistency. (only for meta-analysis study)	
Risk of bias across studies	22	Present results of any assessment of risk of bias across studies (see Item 15). (only if meta-analysis was performed)	
Additional analysis	23	Give results of additional analyses, if done (e.g., sensitivity or subgroup analyses, meta-regression [see Item 16]). (only for meta-analysis study)	
DISCUSSION			
Summary of evidence	24a	Summarize the main findings including the strength of evidence for each main outcome; consider their relevance to key groups (e.g., healthcare providers, users, and policy makers).	
	24b	Reporting the conflicting findings (from literature) and putting forth new ideas and/or new research directions	
Limitations	25	Discuss limitations at study and outcome level (e.g., risk of bias), and at review-level (e.g., incomplete retrieval of identified research, reporting bias).	
Conclusions	26	Provide a general interpretation of the results in the context of other evidence, and implications for future research.	
Citations	27	To cite from recent literature in the articles	
FUNDING			
Funding	28	Describe sources of funding for the systematic review and other support (e.g., supply of data); role of funders for the systematic review and the Grant number	

B. Narrative Review Articles

Section/topic		Checklist item	Yes/ No
TITLE			
Title	1	Identify the report as a narrative review	
ABSTRACT			

Structured summary	2	Provide a structured summary (IMRAD) including, as applicable: **Introduction** (objectives); **Methods**; (study eligibility criteria, participants, and interventions; study appraisal and synthesis methods); **results**; **Discussion (**limitations, conclusions and implications of key findings)	
INTRODUCTION			
Rationale	3	Describe the rationale for the review in the context of what is already known.	
Objectives	4	Provide an explicit statement of questions being addressed with reference to participants, interventions, comparisons, outcomes, and study design (PICOS).	
METHODS			
Eligibility criteria	5	Specify study characteristics (e.g., PICOS, length of follow-up) and report characteristics (e.g., years considered, language, publication status) used as criteria for eligibility, giving rationale.	
Information sources	6	Describe all information sources (e.g., databases with dates of coverage, contact with study authors to identify additional studies) in the search and date last searched.	
Search	7	Present full electronic search strategy for at least one database, including any limits used, such that it could be repeated.	
Study selection	8a	State the process for selecting studies (i.e., screening, eligibility i.e. inclusion and exclusion criteria).	
	8b	Give numbers of studies screened, assessed for eligibility, and included in the review, with reasons for exclusions at each stage, ideally with a flow diagram.	
Data collection process	9	Describe method of data extraction from reports (e.g., piloted forms, independently, in duplicate) and any processes for obtaining and confirming data from investigators.	
Data items	10	List and define all variables for which data were sought (e.g., PICOS, funding sources) and any assumptions and simplifications made.	
Risk of bias in individual studies	11	Describe methods used for assessing risk of bias of individual studies (including specification of whether this was done at the study or outcome level).	
DISCUSSION			
First key concept			
Summary of evidence	12a	Summarize the main findings including the strength of evidence for each main outcome; consider their relevance to key groups (e.g., healthcare providers, users, and policy makers).	
	12b	Reporting the conflicting findings (from literature) and putting forth new ideas and/or new research directions	

Limitations	13	Discuss limitations at study and outcome level (e.g., risk of bias), and at review-level (e.g., incomplete retrieval of identified research, reporting bias).	
Conclusion	14	Highlight the main points and connect with the research needs	
Second key concept			
Summary of evidence	15a	Summarize the main findings including the strength of evidence for each main outcome; consider their relevance to key groups (e.g., healthcare providers, users, and policy makers).	
	15b	Reporting the conflicting findings (from literature) and putting forth new ideas and/or new research directions	
Limitations	16	Discuss limitations at study and outcome level (e.g., risk of bias), and at review-level (e.g., incomplete retrieval of identified research, reporting bias).	
Conclusion	17	Highlight the main points and connect with the research needs	
Added sections depending upon the number of key concepts/ objectives			
Citations	18	To cite from recent literature in the articles	
FUNDING			
Funding	19	Describe sources of funding for the systematic review and other support (e.g., supply of data); role of funders for the systematic review and the Grant number	