



JCF Author Instructions

Introduction

The *Journal of Cardiac Failure (JCF)* publishes high quality science in the field of heart failure with a focus on DEI (diversity, equity, and inclusion), mentorship, multidisciplinary partnerships, clinical impact, and patient-centeredness. JCF emphasizes the power of language and prioritizes innovative approaches to dissemination of published work to reach and impact the broader community.

Submit your manuscript at <https://www.editorialmanager.com/cardfail>

Please review the [Submissions](#) section of these instructions to review specific paper categories.

Your Paper Your Way

Aside from the title page and manuscript requirements needed for double blind review, initial submissions to JCF can be submitted in any format. Only at the revision stage will you be requested to put your paper into the specific JCF format and provide the remaining items required for publication. Please see the section [Double Blind Peer Review](#) for more information regarding these requirements.

Double Blind Peer Review

JCF utilizes Double Blind Peer Review, where the identities of both reviewers and authors are concealed from each other throughout the review process. To facilitate this, authors must ensure that their manuscripts are prepared in such a way that they do not reveal their identities to reviewers, either directly or indirectly. This includes preparing a *separate title page* that includes:

- All authors' names and affiliations
- Acknowledgements
- Conflicts of Interest Statements

No author names (including initials) should appear in the separate manuscript file containing the article text.

Please see our page on [Double Blind Peer Review](#) for more detailed requirements.

Inclusive Language

We request that manuscript submissions use sensitive and respectful language. For full requirements and examples, please visit our page on [Inclusive Language](#).

Please also review the [JCF Diversity Statement](#) prior to submission. This will be considered within the overall review of your manuscript.

Contact Details

Authors may send queries concerning the submission process, manuscript status, or journal procedures to the Editorial Office at jcf@hfsa.org.

Submissions

The Journal of Cardiac Failure uses an online, electronic submission system. All manuscripts should be submitted through the Editorial Manager system at <https://www.editorialmanager.com/cardfail>.

Using Editorial Manager, authors will be guided stepwise through the uploading of their files. Original source files, not PDF files, are preferred. Once the submission files are uploaded, the system automatically generates an electronic (PDF) proof, which is then used for reviewing.

All correspondence, including the editor's decision and request for revisions, will be by e-mail.

JCF Court of Appeals

Authors may submit previous peer review comments (as well as responses to these comments) from other cardiology journals from which their manuscript has been rejected. These should be included in the initial submission as supplemental materials. These reviews will be considered by the editors in their initial review of the paper.

The JCF Court of Appeals process allows for an expedited review process. Authors should indicate in their cover letter their request to use JCF Court of Appeals and select it as the Article Type when submitting their manuscript.

Expedited Review

Authors may request expedited review for Original Research Papers including for consideration of simultaneous publication with a scientific presentation. To be considered, the paper should report important original findings of high-potential clinical impact or research significance.

Authors should request expedited review and the rationale for this request in their cover letter at the time of submission.

The editors commit to a decision regarding suitability for expedited publication processing within 2 days, and an initial decision within 10 days. Those manuscripts not deemed appropriate

for the expedited publication track will be considered according to the standard review process. An agreement to provide expedited review does not guarantee acceptance.

For more information on simultaneous publication, please see [simultaneous publications](#).

Paper Categories

At submission, the author should specify a category designation for their manuscript and choose a set of classifications from the prescribed list provided online. All available paper categories and their requirements are included below. We do not accept case reports.

Original Research Papers

Original research papers should present original research conducted by the investigators that resulted in reportable findings. Such papers should contribute new information that is important to the field of study.

Word Count: 3500
Abstract: approx. 250 words
Tables/Figures: up to 6
References: up to 30

State-of-the-Art Review Articles

Review papers should focus on a specific topic and review original research on that topic. Authors should summarize the state of current research on a topic, provide analysis and comparison with prior work, identify gaps and inconsistencies, and suggest future steps to solve identified problems. Figures and tables, if necessary, should be supportive of the text. The JCF editors will consider both invited and uninvited articles.

Word Count: 5500
Tables/Figures: 5-10
References: up to 50

Methodology and Design Articles

These papers describe methods for observational studies, clinical registries, and clinical trials. They should exhibit clear innovation in advancing the science of research, rather than simply documenting the methods of a particular study or data collection effort.

Word Count: 3500
Abstract: 200
Tables/Figures: up to 4
References: up to 25

Perspectives

This is a commentary on a topical item and may be invited or submitted without invitation.

Word Count: 1500
Tables/Figures: 1
References: up to 4

Brief Reports

These are short communications of research findings, including pilot studies, preliminary observations in a small sample of subjects, or reports of novel assessment tools, diagnostic or treatment methodologies, or approaches to health care delivery.

Word Count: 1200
Tables/Figures: up to 3
References: up to 8
Abstract: Not permitted
Supplemental Material: Not permitted

Research Letters

Brief communication of preliminary research findings, novel observations, or additional analyses relevant to prior publications in the Journal.

Word Count: 750
Tables/Figures: 1
References: up to 5
Abstract: Not permitted
Supplemental Material: Not permitted

JCF Ignite!

These are very concise and rigorous reports of a novel (potentially provocative) concept, analysis, insight or data presentation. The goal is to enable author(s) to disseminate worthwhile material in an exceptionally timely manner to enhance impactful discourse and consider paradigm shifts in the care of patients with heart failure. We specifically invite new ideas, innovative concepts and favorably disruptive discussions that challenge traditional dogma. We also welcome submissions of very concise data reports.

Word Count: 750
Tables/Figures: 1
References: up to 5
Authors: up to 3
Abstract: Not permitted
Supplemental Material: Not permitted

Submissions in this category will undergo expedited review by a dedicated team of reviewers - in contrast to traditional external review. Authors will receive a decision letter within 7 business days, followed by online publication and broad dissemination on social media within 2 weeks.

Early Career and Training Spotlight

These articles are from the perspective of Trainees and should reflect current issues in heart failure care and trainee experiences. This area considers submissions in 3 areas: Rising Researchers, Narratives in Heart Failure, and Global Perspectives in Heart Failure. More in-depth information of these areas can be found [here](#). They may be

Word Count: 1500
Tables/Figures: 1
References: up to 4

invited or submitted without invitation. A headshot of the author should also be provided at time of submission.

Patient and Caregiver Center

These articles are from patients living with the full spectrum of heart failure, including those that have had heart transplants and LVADs. These perspectives should reflect current issues and care in heart failure. They may be invited or submitted without invitation. A headshot of the author can be provided at time of submission.

Word Count: 1500

References: up to 5

Headshot: Required at submission

Letter to the Editor

A limited number of letters will be published. They should focus on a specific article that has appeared in JCF. Letters must be submitted within 3 months of the print issue date of the article. No original data may be included, and the cited article should be included as a reference.

Word Count: 500

Tables/Figures: 1

References: up to 5

Authors: up to 5

References

There are no strict requirements on reference formatting at initial submission. See [Your Paper Your Way](#) for more details. For more information on reference requirements upon revision, see [Revised Submissions](#).

Tables and Figures

All graphical elements, including tables, figures, and videos should be included at the time of submission. There are no requirements for tables and figures at initial submission. However, we recommend reviewing the JCF Design Guide for guidance. In addition, see [Double Blind Peer Review](#) for more details on anonymizing tables/graphs.

Supplemental Materials

If your article includes any supplementary material, this should be provided in your initial submission for peer review. Please ensure that all author names and affiliations are removed from supplemental materials before submission. See [Double Blind Peer Review](#).

Full Journal Policies

The full policies of Elsevier, the publisher of the *Journal of Cardiac Failure*, can be found [here](#). By submitting their work to the *Journal of Cardiac Failure* authors confirm that they have read and agree to these policies.

Papers Submitted by Editors of Journal of Cardiac Failure

To ensure that manuscripts receive unbiased evaluation, it is the Journal's policy that papers in which the Editor in Chief, Deputy Editor or an Associate Editor at Journal of Cardiac Failure is an author will be assigned to a Guest Editor. Papers that are handled by a Guest Editor will include a statement at the bottom of the article.

The corresponding author should indicate in the cover letter if an Editor from Journal of Cardiac Failure is a co-author to the manuscript.

Revised Submissions

All revisions should be formatted according to the standards below. For specific questions or inquiries regarding revised submissions, please contact the JCF Editorial Office at jcf@hfsa.org.

File Requirements

Regardless of the file format of the original submission, at revision you must provide us with an editable file of the entire article. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the [Guide to Publishing with Elsevier](#)).

Title Page — Essential Information for Revised Submissions

Generally, the Title Page for revised submissions should include the same information as at initial submission. For specific requirements regarding the Title Page and the Double Blind Review Process, please see the section [Double Blind Peer Review](#).

The following information should be included on the Title Page for revised submissions:

1. Title
2. Author names and affiliations
 - Where the family name may be ambiguous (e.g., a double name), please indicate the correct presentation clearly.
 - Present the authors' affiliations below the names.

- Indicate all affiliations with a lower-case superscript letter immediately after the author's name and in front of the appropriate institution.
 - Include academic degrees for each author.
3. Corresponding author.
- Clearly indicate who will handle correspondence at all stages of review and publication, also post-publication.
 - Ensure that an active email address is provided for contact.
 - Contact details must be kept up to date by the corresponding author.
4. Acknowledgements
- Collage acknowledgements in a separate section on the title page.
 - List those individuals who provided help during research (e.g., providing language help, writing assistance or proofreading the article, etc.).

Highlights

Highlights are mandatory for this journal as they help increase the discoverability of your article via search engines. They should be submitted as a separate editable file and include 3-5 bullet points that capture the novel results of your research as well as new methods that were used during the study (if any). Please have a look at the examples here: [example Highlights](#).

Keywords

Immediately after the abstract, provide a maximum of 4 keywords, using American spelling and avoiding general and plural terms and multiple concepts (avoid, for example, "and", "of"). Be sparing with abbreviations: only abbreviations firmly established in the field may be used. These keywords will be used for indexing purposes.

Social Media Text

At revision, authors are asked to provide a proposed tweet that may be used to promote their paper upon acceptance. In addition, authors should provide the twitter handles of the authors, so they may be tagged when the work is promoted.

Abbreviations

Define abbreviations that are not standard in the field in a footnote to be placed on the first page of the article. Such abbreviations that are unavoidable in the abstract must be defined in the abstract, as well as in the footnote. Ensure consistency of abbreviations throughout the article.

Abstract

A structured abstract should provide the context or background for the research and should state its purpose, basic procedures (selection of study subjects or laboratory animals, observational and analytical methods), main findings (giving specific effect sizes and their

statistical significance, if possible), and principal conclusions. It should emphasize new and important aspects of the study or observations. The abstract should be approximately 250 words.

The structured headings to include are as follows: Background, Methods and Results, and Conclusions. The Background section describes the rationale for the study. Methods and Results briefly describes the methods and presents the significant results. The Conclusion states succinctly the interpretation of the data.

Subdivision- unnumbered sections

Divide your article into clearly defined sections. Each subsection is given a brief heading. Each heading should appear on its own separate line. Subsections should be used as much as possible when cross-referencing text: refer to the subsection by heading as opposed to simply 'the text'.

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Introduction

State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results. The Introduction should describe the purpose of the study and its relation to previous work in the field; it should not include an extensive literature review.

Methods

Provide sufficient details to allow the work to be reproduced by an independent researcher. Methods that are already published should be summarized and indicated by a reference. If quoting directly from a previously published method, use quotation marks and also cite the source. Any modifications to existing methods should also be described.

Authors should also state how they **involved patients in the research process** (if they did).

Results

Results should be clear and concise and present positive and relevant negative findings of the study, supported when necessary by reference to tables and figures.

Discussion

The Discussion should interpret the results of the study, with emphasis on their relation to the original hypotheses and to previous studies. The importance of the study and its limitations should also be discussed.

Conclusions

The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

Figures and Tables

Please see the [JCF Graphic Standards Style Guide](#) for formatting requirements of figures and tables. Authors are strongly encouraged to review this guide to ensure their graphic elements meet the JCF standards.

Please ensure any figures and tables included in the same file as the manuscript are placed next to the relevant text in the manuscript, rather than at the bottom or the top of the file. The corresponding caption should be placed directly below the figure or table. Authors can make use of Elsevier's Illustration Services to ensure the best presentation of their images and be in accordance with all technical requirements. There is a cost to authors for using this service. All figures provided in 4-color at no cost to the author.

Formats

Regardless of the application used, when your electronic artwork is finalized, please 'save as' or convert the images to one of the following formats (note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):

EPS (or PDF): Vector drawings. Embed the font or save the text as 'graphics'.

TIFF (or JPG): Color or grayscale photographs (halftones): always use a minimum of 300 dpi.

TIFF (or JPG): Bitmapped line drawings: use a minimum of 1000 dpi.

TIFF (or JPG): Combinations bitmapped line/half-tone (color or grayscale): a minimum of 500 dpi is required.

Please do not:

- Supply files that are optimized for screen use (e.g., GIF, BMP, PICT, WPG); the resolution is too low.
- Supply files that are too low in resolution.
- Submit graphics that are disproportionately large for the content.

Figure captions

Ensure that each illustration has a caption. A caption should comprise a brief title (**not** on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

Visual Take Home Graphic

These are graphics that summarize the main points of the manuscript. This will be required for all Original Research Papers and State of the Art Reviews but may be requested by the Editors for other paper types as appropriate. You may designate a figure already provided as the Visual

Take Home graphic if it summarizes the major findings in your manuscript. The figure may incorporate multiple panels including key figures or graphics, or short text lists summarizing key points or variables. This illustration must be accompanied by a legend (title and caption).

The graphic must be an original image and, for copyright reasons, cannot be adapted or reprinted from another source. **Image size:** min 531 x 1328 pixels (h x w)

Select papers will be chosen to have their Visual Take Home Graphic recreated by the JCF Medical Illustrator. If an author's paper is selected, they will be notified after acceptance and given further instructions. This is at the discretion of the Editors and is by invitation only.

Tables

Tables should be comprehensible without reference to the text and should not be repetitive of descriptions in the text. Every table should consist of two or more columns; tables with only one column will be treated as lists and incorporated into the text. Cite all tables in the text, number them in order of appearance, and provide a short heading. Each table submitted should be double-spaced and placed on its own page. Explanatory matter and source notations for borrowed tables should be placed in the table footnote.

Video and audio clips

Electronic publication permits the display of dynamic images: Illustrations that show inherently moving information may be presented as video clips submitted as MPG, MOV, AVI, or GIF files. The authors should verify that all video clips take less than a minute to load and that they play properly. To limit the loading time the clips should preferably contain only one cardiac cycle and the file size should be less than 1.5 megabytes. Slightly larger clips are permissible with 3-D images.

Supplemental materials

Supplemental materials - documents, tables, figures, audio clips, and video clips - may be submitted to appear online. Such content should be cited consecutively within the text. These materials will not be copyedited, typeset, or altered in any way by the publisher. Text and tables must be provided as PDFs.

Units

Follow internationally accepted rules and conventions: use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.

Math formulae

Please submit math equations as editable text and not as images. Present simple formulae in line with normal text where possible and use the solidus (/) instead of a horizontal line for small fractional terms, e.g., X/Y. In principle, variables are to be presented in italics. Powers of e are

often more conveniently denoted by exp. Number consecutively any equations that must be displayed separately from the text (if referred to explicitly in the text).

References

Identify references in the text in consecutive numeric order by means of superscript Arabic (¹⁻³, etc) numerals (comma between numbers; use a hyphen for a series of 3 or more). Do not cite personal communications, manuscripts in preparation, or other unpublished data as references.

Type references *double-spaced* after text or acknowledgments beginning on a separate sheet. Number consecutively in the order in which they appear in the text. The references must NOT be linked to the manuscript with EndNotes because that formatting is not compatible with automated publication production processes.

Journal references should provide *inclusive* page numbers; **book references** should cite *specific* page numbers.

Authors are solely responsible for accuracy, completeness, and nonduplication of references and for the correct spelling of names of all authors.

Journal abbreviations should conform to those used in PubMed. The style and punctuation of the references should follow AMA (please see the formats outlined in the examples below):

Journal Article

Miller CB, Rowlings PA, Zhang MJ, et al. The effect of graft purging with 4-hydroperoxycyclophosphamide in autologous bone marrow transplantation for acute myelogenous leukemia. *Exp Hematol*. 2001;29:1336-1346. (List all authors if 6 or fewer; otherwise list first 3 and add "et al.")

Chapter in Book

Boushey CJ. Application of research paradigms to nutrition practice. In: Coulston AM, Boushey CJ, Ferruzzi MG, eds. *Nutrition in the Prevention and Treatment of Disease*. 3rd ed. Academic Press; 2013:99-105.

Website/Webpage

Recommendations for primary care practice. US Preventive Services Task Force. Accessed March 9, 2022. <https://www.uspreventiveservicestaskforce.org/Page/Name/recommendations>

Research data

This journal encourages and enables you to share data that supports your research publication where appropriate and enables you to interlink the data with your published articles. For more information on depositing, sharing and using research data and other relevant research materials, visit the [research data](#) page.

Data Linking

For information on data linking, visit the [database linking page](#).

Data Availability

To foster transparency, we encourage you to state the availability of your data in your submission. For more information, visit the [Data Statement page](#).

Research Elements

This journal enables you to publish research objects related to your original research – such as data, methods, protocols, software and hardware – as an additional paper in a [Research Elements journal](#).

More information can be found on the [Research Elements page](#).

Article transfer service

This journal uses the Elsevier Article Transfer Service to find the best home for your manuscript. This means that if an editor feels your manuscript is more suitable for an alternative journal, you might be asked to consider transferring the manuscript to such a journal. More information on this service can be found [here](#).

After Acceptance

Use of the Digital Object Identifier

The Digital Object Identifier (DOI) may be used to cite and link to electronic documents. The DOI consists of a unique alpha-numeric character string assigned by the publisher upon initial electronic publication. Because the assigned DOI never changes, it is an ideal medium for citing a document, particularly "articles in press," because they have not yet received their full bibliographic information.

Example of a correctly given DOI (in URL format; here an article in the journal *Physics Letters B*): <http://dx.doi.org/10.1016/j.physletb.2010.09.059>

Proofs

One set of page proofs (as PDF files) will be sent by e-mail to the corresponding author (if we do not have an e-mail address then paper proofs will be sent by post), or a link will be provided in the e-mail so that authors can download the files. Elsevier now provides authors with PDF proofs which can be annotated; for this you will need to download Adobe Reader version 7 (or higher) available free from <http://get.adobe.com/reader>. Instructions on how to annotate PDF files will accompany the proofs (also given online). The exact system requirements are given at the Adobe site: <http://www.adobe.com/products/reader/tech-specs.html>.

If you do not wish to use the PDF annotations function, you may list the corrections (including

replies to the Query Form) and return them to Elsevier in an e-mail. Please list your corrections quoting line number. If this is not possible, then mark the corrections and any other comments (including replies to the Query Form) on a printout of your proof and return by fax, or scan the pages and e-mail, or by post. Please use this proof only for checking the typesetting, editing, completeness, and correctness of the text, tables and figures. Significant changes to the article as accepted for publication will be considered at this stage only with permission from the Editor. We will do everything possible to get your article published quickly and accurately – please let us have all your corrections within 48 hours. It is important to ensure that all corrections are sent back to us in one communication: please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Once an article has been published online as an article in press, no further corrections can be made except by publishing an erratum or corrigendum, and then only with the editor's approval. Proofreading is solely your responsibility.

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