

## **Hotal Traditional Oriental Medicine Letters Submission Guidelines**

Revised on April 2<sup>nd</sup>, 2026

### **1. Editorial Policy**

This journal publishes original papers in the field of oriental medicine that have not been published in other journals or that are not scheduled to be published.

### **2. Copyright**

The copyright of the published manuscript and the right to use the manuscript belong to the author and Hotal Ancient Medicine Research Institute.

### **3. Ethical Considerations**

The manuscript should be based on the Declaration of Helsinki and should respect the code of ethics.

Consent must be obtained from the research subjects after fully explaining the details of the research.

### **4. Conflict of Interest**

If the author has a conflict of interest, report the conflict of interest to Hotaru Institute of Oriental Medicine at the time of submission of manuscripts.

### **5. Contribution qualifications**

Contributing authors should be selected based on the recommendations for the conduct, reporting, editing, and publication of scholarly work in medical journals by International Committee of Medical Journal Editors.

The authors contribute materially to research, participate in the drafting or critical revision of manuscripts, finalize manuscripts for publication, and are accountable for research.

### **6. Original papers**

Manuscripts should be well-formed and complete in accordance with the submission guidelines.

The manuscript should include key words, main text, references, author contact information, recent photos, and biography.

### **7. Reviewing**

Submitted manuscripts are peer-reviewed by one or more referees. As a result of peer review, we may ask you to revise the manuscript.

Hotal Ancient Medicine Research Institute determines the type of article and decides whether the reviewed manuscripts are accepted or rejected after the review for publication based on the result of peer review.

The accepted manuscripts will be published in the order of acceptance.

### **8. Submission of Manuscripts**

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Hotal Traditional Oriental Medicine Letters Review Check list

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Title

	Check item/チェック項目	Results
1	Area of oriental medicine/東洋医学の領域である	Yes or No
2	Original paper/オリジナルな論文である	Yes or No
3	Useful content for readers/読者に有益な内容を含んでいる	Yes or No
4	The same article cannot be confirmed in other journals 他誌で同一の論文が確認できない	Yes or No
5	Respects the code of ethics/倫理規定に配慮している	Yes or No
6	Presence of Conflict of Interest (COI)/利益相反の連絡の有無	Exist or Not
7	Presence of details of COI if exists/利益相反の内容の連絡の有無	Exist or Not
8	Author is eligible for submission/著者は投稿資格を有している	Yes or No
9	Manuscript contains all items/原稿には必要な項目が含まれている	Yes or No
10	Well-formed and complete/原稿は体裁の整った完全なものである	Yes or No
11	Comply with submission guidelines/原稿は投稿規定に従っている	Yes or No

Result Accepted · Accept after correction · Rejected

Date of Review \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Reviewer \_\_\_\_\_

Review for Publication Accepted · Rejected

Date of Acceptance \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_