



EDITORIAL BOARD COMMITMENT AGREEMENT

Thank you for your interest in serving on the Editorial Board of the PCI Journal. Please find General PCI Journal Information, Deadlines Dates, Abstract Submission Guidelines and FAQs.

Upon review of these materials, return this page via fax to (866) 646-5514 as your signed commitment agreement for the upcoming year. Should you have any questions or concerns, contact Austine Mah, Managing Editor at (310) 926-9266 or at EditorPCI@aol.com. Thank you.

_____ *Yes*, I wish to participate on the PCI Journal Editorial Board and will submit (1) abstract and original article as well as three (3) additional articles with each deadline date commencing upon receipt of this commitment agreement.

_____ *No*, I cannot participate due to other commitments.

Signed: _____ Date: _____

Full Name and Title as you would like it to appear in the Editorial Board Masthead:

Address:

Telephone: _____ Fax: _____

E-mail Address:

*E-mail is the method of communication with Editorial Board Members.

Journals I Can Review Each Month:

1. _____

2. _____

**Please note that if another board member is already reviewing the same journal, we may ask you to review another journal.



MISSION STATEMENT

The mission of the PCI Journal is to provide the reader with the latest technological, scientific and economic developments in the areas of dermatology, plastic surgery, and cosmetic chemistry.

HISTORY OF THE PCI JOURNAL

As of Volume 9 Number 5, 2001, the PCI Journal became the *Official Journal of the Society of Dermatology SkinCare Specialists* (www.sdss.tv). In 2007, the PCI Journal was adopted as the *Official Organ of both the Medical Spa Society* (www.medicalspasociety.com) and the *International Guild of Hair Removal Specialists* (www.ighrs.org). Additionally, the PCI Journal is sent to the *International Medical Spa Association*.

The Green Journal (as it is now known), started as a 4-page newsletter to the consulting clients of Paramedical Consultants, Inc. Through numerous requests it became evident that the emerging field of skin care professionals working in the medical community were in need of a medical peer-reviewed journal.

READERSHIP

The readers of PCI Journal are licensed estheticians, cosmetologist, nurses, physicians and other skin care professionals. The abstracts published in the PCI Journal are derived from previously published works found in over 40 medical journals that are reviewed each month by the Editorial Board. Most skin care professionals do not have access to medical peer-reviewed journals as non-physicians. Therefore, the information that is provided in the PCI Journal is vital to their continuing education.

SUBSCRIPTION RATE

The PCI Journal is a requested, paid subscription publication. The yearly subscription rate is \$75.00 for hard copy mailed to your postal address and \$40 for an ejournal mailed to your email address.

eNEWSLETTER

Susanne S. Warfield, President/CEO of Paramedical Consultants, Inc. and the PCI Publishing division, publishes the PCI Journal™. Her enewsletter provides the latest news related to the skin care industry, notice of upcoming events, and special offers.



WEBSITE

Visitors to the PCI Journal website can look up back issue articles, order YearBooks, and get ebooks. PCI Journal Back Issues beginning in 2000 are available to purchase as ebooks. The annual PCI YearBooks beginning in 1999 are also available as downloadable ebooks. Potential subscribers can also view and download a complimentary issue of the journal. If you haven't visited our website lately go to www.pcijournal.com.

OTHER PCI PUBLICATIONS

Estheticians Guide To Working With Physicians by Susanne S. Warfield

Guide To Building A Medical Esthetic Practice by Susanne S. Warfield

Guide to Clinical Photography by Deborah Sinclair Black Reed, RNC

Guide to Product Selection by Sarah Burns

Laser Safety for the Salon, Spa & Small Medical Clinic by Judi Nicholson R.N. B.S. & Susanne S. Warfield

Legal & Liability Issues of a Medical Spa by Susanne S. Warfield & Paula Cohen

Physician's Guide To In-Office Dispensing by Inga Ellzey & Susanne S. Warfield

OSHA Manual on Bloodborne Pathogens by Susanne S. Warfield



DEADLINE DATES

Submit your abstract by the due date listed below. If you miss two consecutive deadline dates, you will be excused from the editorial board.

Email your abstracted submission to EditorPCI@aol.com. Fax the abstracted article and three (3) additional articles to (866) 646-5514 by the date below.

2008 Editorial Board Deadline Dates

October 5, 2007

November 5, 2007

BREAK for HOLIDAYS

February 5, 2008

April 5, 2008

May 5, 2008

June 5, 2008

BREAK for SUMMER

September 5, 2008



ABSTRACT SUBMISSION GUIDELINES

In submitting information for publication, please refer to the following guidelines:

1. All abstract contributions must have been previously published within the last 1 to 2 months in a peer-reviewed journal. If you find another publication has an article with sound scientific information that would be beneficial to the industry, an exception could be made with the consent of the publisher or the managing editor.

2. The abstract must be written in your own words to prevent violation of copyright laws. You cannot take complete sentences out of the original article or use original tables of information. It's best to read the original article in its entirety, outline your abstract with the subheads of the original article and then go back and fill in the blanks using your own words.

i.e. if it is a study:

- Introduction
- Materials and Methods
- Results
- Conclusions
- Discussion

3. As the reviewer, you are welcome to add your comments on the original article - i.e. Reviewers Comments (subhead). Remember who the audience is, the PCI Journal readership, medical skin care professionals, who want to stay abreast of scientific research. Be aware of new terminology that may need to be added as commentary by you, the reviewer.

4. As you are the reviewer of an article that has already been published, you must use the past tense throughout your abstract.

i.e. This study WAS done or make references to the "study authors" or "THEY", removing use of terms like "we found no significant difference."

i.e. This study was performed or the authors concluded ...

5. When using short forms such as GSH or AD, the first time you use it in your abstract, always spell out what it stands for and then use the short form or abbreviation for the remainder of the abstract.

i.e. glutathione (GSH) or atopic dermatitis (AD)



6. When using trademark TM, registered®, or copyrighted© names, include the company that owns the product and their location.

i.e. Zyderm® (Inamed Aesthetics, Santa Barbara, CA)

7. Use one space between sentences.

8. Do not format with bold, italics or underlined font options. Do not use tabs.

9. Include the title of the journal and year, volume number, issue number and page numbers (example: J Am Acad Dermatol 2007, 30;1:457–460).

10. The “reprint request to” information from the original article, must accompany your abstract. Every peer reviewed journal article has a correspondence address, include this information with your abstract. See a current PCI Journal issue for an example listed at the end of an abstract.

11. Double-check the correct spelling of authors’ names, titles, reprint request information etc.

12. An original copy of the abstracted article must accompany the submitted abstract for fact checking, spelling and copyediting if needed. Fax the original article to (866) 646-5514.

13. When you receive your published issue of PCI Journal, go to the abstract that you wrote and review the editorial changes that were made to compare against your original submission. This practice will give you an idea of how your writing skills are progressing.

Example:

USES OF VITAMINS A, C, AND E AND RELATED
COMPOUNDS IN DERMATOLOGY: A REVIEW

By Karen Laszlo Keller, M.D. & Neil A. Fenske, M.D.

Published in J Am Acad Dermatol 2007, 30;1:457–460

Effects of Vitamin A

Effects of Vitamin C

Effects of Vitamin E

Reprint requests to: Karen Laszlo Keller, M.D., Dermatology and Cutaneous Surgery, ...



PCI JOURNAL FAQs

Q. What is PCI Journal?

A. PCI stands for Paramedical Consultants, Inc. The PCI Journal originally began as a 4-page newsletter to the consulting clients of Paramedical Consultants, Inc.

The mission of the journal is to provide the reader with the latest technological, scientific and economic developments in the areas of dermatology, plastic surgery and cosmetic chemistry. Most medical staff, including skin care professionals, do not have access to medical peer reviewed journals as non-physicians. Therefore, the information that is provided quarterly in the PCI Journal is vital to their continuing education.

Q. How often is the journal published?

A. Quarterly.

Q. Who is the Editorial Board?

Professionals who review medical journals and write abstract summaries derived from previously published works found in over 40 peer-reviewed medical journals that are reviewed each month.

Q. What are the responsibilities of the editorial board members?

A. Select a peer-reviewed medical journal for review. Subscribe to the journal and share articles of interest to the medical esthetic community, the readership of PCI Journal, by faxing at least three (3) of these articles per deadline to the managing editor. Select one (1) additional article to abstract per deadline, write and email the abstract, lastly fax the abstracted article to the managing editor. The fax number is (866) 646-5514.

Q. What is an abstract?

A. A summary based on an original article.

Q. How do you become an Editorial Board Member?

A. Contact the managing editor at editorpci@aol.com or by telephone at (310) 926-9266. Complete the Editorial Board Commitment Agreement and fax to (866) 646-5514.

Q. Why become an editorial board member?

A. As an editorial board member, you will receive the recognition and prestige associated with being a leading medical skin care professional. You will be acknowledged for your dedication to sharing the latest technological, scientific and economic developments in the areas of dermatology, plastic surgery and cosmetic chemistry.