

NOTICE TO READERS AND CONTRIBUTORS

SUBMISSION

Manuscripts should be submitted via the editorial online submission and peer-review system available at <http://philjol.info/index.php/PJOHNS/about/submissions#onlineSubmissions> Philipp J Otolaryngol Head Neck Surg can no longer accept hard-copy manuscripts or those sent via e-mail. Authors must first register to use the site.

Authors must submit, along with the manuscript, scanned duly-accomplished authorship statements, disclosure statements and copyright transfer forms explained under the "Instructions to Authors" section of the journal, available in print with each issue, or online from <http://www.psohns.org.ph/pjohns>. No manuscript will be reviewed until the signed authorship and disclosure statements and copyright transfer forms are received.

Manuscripts are reviewed by editors and other experts in the field and may be proofread, content- and form- edited and returned for revision. Manuscripts are subjected to a double blinded external peer-review process, guided by the "Responsibilities and Rights of Peer Reviewers" contained in the Editorial Policy Statements Approved by the Council of Science Editors Board of Directors available from: <http://www.councilscienceeditors.org/services>. Reviewers must maintain confidentiality about the manuscripts and should not use data from such manuscripts or share such data with colleagues before they are published. Reviewers must not reproduce the manuscript for any purpose, or use the peer review process as a means to further their own research aims, by requiring authors to respond to questions that are of interest to the

reviewer but are not questions the study was designed to answer. Reviewers should refrain from suggesting their own published work be referenced.

SUBSCRIPTION

The Journal is published semiannually in print and semi-open access electronic versions; subscribers will receive two issues per year plus supplements on special topics. PSOHNS Fellows in good standing are automatically enrolled subscribers with no additional fees except for the supplements. Non-fellows may subscribe at the following rates, which include delivery fees and full online access to the PJOHNS. Institutional (multiple-reader rates) apply to libraries, schools, hospitals, and government, commercial and private institutions and organizations. Individual subscriptions must be in the name of, billed to, and paid by individuals. Forms are available in each issue or from <http://www.psohns.org.ph/pjohns>.

Individual			
	Local	PhP	1,200.00
	Overseas	USD	40.00
Institutional			
	Local	PhP	1,500.00
	Overseas	USD	50.00

Particular Issues and Supplements may be purchased at the following rates per copy subject to availability, without online access:

Individual			
	Local	PhP	600.00
	Overseas	USD	20.00

Institutional			
	Local	PhP	750.00
	Overseas	USD	25.00

DISCLAIMER

Statements and opinions expressed in the articles, contributions and communications herein are those of the author(s) and not necessarily those of the Editor(s) or the Publisher (Philippine Society of Otolaryngology Head and Neck Surgery). The Editors and the PSOHNS assume no responsibility for any injury and/or damage to persons or property as a matter of product liability or negligence or which otherwise arise from use or operation of any methods, products, instructions or ideas cited or discussed in any article, contribution or communication in this Journal.

Although all advertising materials are expected to conform to medical ethical standards, the appearance of advertising in the PJOHNS does not constitute a guarantee or endorsement by the PJOHNS or the PSOHNS of the quality or value of such product or the claims made for it by its manufacturer.

REPRINTS/ADVERTISING

Reprint requests (unless available from corresponding authors) and advertising inquiries may be addressed to the Managing Editor, Philippine Journal of Otolaryngology Head and Neck Surgery, Unit 2512, Medical Plaza Ortigas Condominium, San Miguel Ave., Ortigas Center, Pasig City 1605, Philippines.