

## QUICK REFERENCE CITATION FORMAT For *AMA Manual of Style, 10th ed, 2007*

Listed below are some of the more commonly used citations depicting the correct citation format; however, **these are examples only**. More recent editions may have been published. Refer to other examples and explanations in *AMA Manual of Style: A Guide for Authors and Editors*. 10th ed. New York: Oxford Press;2007.

### Article in Journals

#### Typical entry for journal article

Smith J, Canton EM. Weight-based administration of dalteparin in obese patients. *Am J Health-Syst Pharm*. 2003;60(7):683-687.

**Note: If the journal does not have a volume or issue number, use the issue date.**

#### Typical entry for journal with more than 6 authors (If **more than 6 authors**, list **first 3**, then **et al**)

Hunter DJ, Hankinson SE Jr, Laden F, et al. Plasma organochlorine levels and the risk of breast cancer. *N Engl J Med*. 1997;337(18):1253-1258.

#### Issue with supplement (the basic format)

Dworkin RH, Johnson RW, Breuer J, et al. Recommendations for the management of herpes zoster. *Clinic Infect Dis*. 2007;44(1)(suppl 1):S5-S10.

**Note:** if there is no suppl number, leave it blank, e.g., (1)(suppl):S5-S10.

#### Editorials or letters (place the article type in brackets [ ])

Whitcomb ME. The April issue: required reading [editorial]. *Acad Med*. 2007;82(4):319-320.

#### Committee, group or organization

Council on Scientific Affairs. Scientific issues in drug testing. *JAMA*. 1987;257(22):3110-3114.

#### No author

Pediatric studies become costlier; Congress may make them less profitable. *Prescr Pharm and Biotechnol: Pink Sheet*. 2007;69(12):23-24.

The choice of antibacterial drugs. *Med Lett Drugs Ther*. 1998;40(1023):33-42.

*Drug Topics Red Book (update)*. May 2007;26(5):49.

### Books

#### Book with one author or editor

Davis NM. *Medical Abbreviations: 26,000 Conveniences at the Expense of Communications and Safety*. 12th ed. Huntingdon Valley, PA: Neil M.Davis Associates; 2005:173.

McEvoy GK, ed in chief, Snow ED, ed. *AHFS: Drug Information*. Bethesda, MD: American Society of Health-System Pharmacists; 2007:1125-1126.

#### Book with two or more authors/editors

Aronoff GR, Berns JS, Brier ME, et al. *Drug Prescribing in Renal Failure*. 4th ed. Philadelphia, PA: American College of Physicians; 1999:39.

Dukes MNG, Aronson JK, eds. *Meyler's Side Effects of Drugs*. 14th ed. Amsterdam, Netherlands: Elsevier; 2000:xvi-xvii.

### Chapter in book

Wallace RJ Jr, Griffith DE. Antimycobacterial agents. In: Kasper DL, Fauci AS, Longo DL, Braunwald E, Hauser SL, Jameson JL, eds. *Harrison's Principles of Internal Medicine*. 16th ed. New York, NY: McGraw-Hill; 2005:946.

*Note:* See FAQ section for citing multiple pages of a book with chapters.

Johannsen EC, Madoff LC. Infections of the liver and biliary system. In: Mandell GL, Bennett JC, Dolin R, eds. *Mandell, Douglas, and Bennett's: Principles and Practice of Infectious Disease*. Vol 1. 6th ed. Philadelphia, PA: Elsevier; 2005:951-952.

Dowling TC, Comstock TJ. Quantification of renal function. In: DiPiro JT, Talbert RL, Yee GC, Matzke GR, Wells BG, Posey LM, eds. *Pharmacotherapy: A Pathophysiologic Approach*. 6th ed. New York, NY: McGraw-Hill; 2005:761.

### Books compiled by group, agency or committee (no author or editor)

*Drug Topics Red Book*. Montvale, NJ: Thomson Healthcare; 2007:552.

*United States Pharmacopeia Drug Information: Drug Information for the Health Care Professional*. Vol 1. 27th ed. Greenwood Village, CO: Thomson Micromedex; 2007:2514-2517.

*Mosby's Drug Consult*. St. Louis, MO: Mosby; 2007:II-539–II-540.

*Physicians' Desk Reference*. 61st ed. Montvale, NJ: Thomson PDR; 2007:678.

*United States Pharmacopeia and National Formulary (USP 30-NF 25)*. Vol 2. Rockville, MD: United States Pharmacopeia Convention; 2007:1553-1554.

*Stedman's Medical Dictionary*. 27th ed. Baltimore, MD: Lippincott Williams & Wilkins; 2000:1784.

### Serial Books that are updated (include no publication date, only page number after colon)

*Drug Facts and Comparisons*. St. Louis, MO: Facts and Comparisons:1904.

Tatro DS, ed. *Drug Interaction Facts*. St. Louis, MO: Facts and Comparisons:397a.

Spechler SJ. Esophageal disorders. In: Dale CD, ed in chief, Federman DD, founding ed. *ACP Medicine*. New York, NY: WebMD Corp:4-I-5.

*Note:* cite like a book chapter; however, the 4-I-5 represents section 4 (Gastroenterology), Chap I (Esophageal Disorders) and the page number (5).

### **Other Published Material**

#### Package Insert

Lamasil [package insert]. East Hanover, NJ: Sandoz Pharmaceuticals Corp; 1993.

#### Newspapers

Steinmetz G. Kafka is a symbol of Prague today; also, he's a T-shirt. *Wall Street Journal*. October 10, 1996:A1, A6.

## **Electronic Media**

### Online Journals (journal article) on Internet

Seal A, Kerac M. Operational implications of using 2006 World Health Organization growth standards in nutrition programmes: secondary data analysis. *BMJ*. 2007; 334:733. <http://www.bmj.com/cgi/content/full/334/7596/733>. Accessed April 12, 2007.

*Note:* the above citation is without page numbers; some online journals have inclusive page numbers, thus, use same format, but include pages after the colon; e.g., :733-736.

### PubMed Abstract Citation

Benedict NJ. Sitaxsentan in the management of pulmonary arterial hypertension [abstract]. *Am J Health Syst Pharm*. 2007;64(4):363-368. [http://www.ncbi.nlm.nih.gov/entrez/query.fcgi?db=pubmed&cmd=Retrieve&dopt=AbstractPlus&list\\_uids=17299175&query\\_hl=17&itool=pubmed\\_docsum](http://www.ncbi.nlm.nih.gov/entrez/query.fcgi?db=pubmed&cmd=Retrieve&dopt=AbstractPlus&list_uids=17299175&query_hl=17&itool=pubmed_docsum). Accessed April 12, 2007. PMID:17299175.

*Note:* abstract is placed in brackets [ ] to indicated the citation is solely an abstract; also, note that the PMID (PubMed Unique Identifier) number is placed last.

### IPA Abstract Citation

Schrimsher RH, Freeman MK, Kendrach M. A survey of drug information resources in Alabama pharmacy facilities [abstract]. *Drug In J*. 2006; 40(1);51-60. <http://web5s.silverplatter.com>. Accessed April 16, 2007. Accession Number:43-07214.

*Note:* abstract is depicted in brackets [ ] to indicated the citation is solely an abstract; also, note that the accession number is placed last. The PMID and Accession number for both PubMed and IPA uniquely identify the citations.

### Epub Ahead of Print

Kozyrskyj AL, Ernst P, Becker AB. Increased risk of childhood asthma from antibiotic use in early life [published online ahead of print April 5 2007]. *Chest*. 2007. <http://www.chestjournal.org/papbyrecent.dtl>. Accessed April 16, 2007

*Note:* Ahead of Print citations can be difficult. If the volume, issue number, date, or pages of the print information are known, include what is known after the journal title and year (e.g., *Chest*. 2007; vol (issue #):page(s). If you were citing an Epub ahead of print **abstract** from PubMed, the [abstract] notation is placed after the journal title and before the period.

### Internet-based Book (eBook)

Fields HL, Martin JB. Pain: pathophysiology and management. In: Kasper DL, Fauci AS, Longo DL, Braunwald E, Hauser SL, Jameson JL, eds. *Harrison's Principles of Internal Medicine*. 16th ed. New York, NY: McGraw-Hill; 2005. <http://www.netlibrary.com.ezproxy.samford.edu/Reader>. Accessed April 16, 2007:71-73.

### General Internet

*Note:* the basic format for Web sites is: **Author(s)**, if give and many times there are none; **title** of the specific item cited, if any; **name** of the Web site; **URL**; **published and/or update**, if any; **accessed date**.

FDA/CEDR resources page. Food and Drug Administration Web site. <http://www.fda.gov/cder/approval/index.htm>. Accessed April 7, 2007.

USPDI Updates On-line. Vol 1. Thomson Micromedex Web site. <http://uspdi.micromedex.com/>. Accessed June 23, 2006.

Clinical Pharmacology Web site. <http://cpip.gsm.com.ezproxy.samford.edu/>. Accessed June 23, 2006.

Micromedex Healthcare Series Web site. <http://www.thomsonhc.com.ezproxy.samford.edu/home/dispatch>. Accessed Sep 23, 2006.

Facts & Comparisons. Facts & Comparisons Web site. <http://online.factsandcomparisons.com.ezproxy.samford.edu/>. Accessed June 23, 2006.

Newcomb K. Search engines come together on sitemaps auto-discovery. SearchEngine Watch Web site. <http://searchenginewatch.com/showPage.html?page=3625565>. April 12, 2007. Accessed April 16, 2007.

#### Software (CD)

**Note:** Dates associated with various software may be updates or file dates or some other indication of currency.

*Clinisphere* [computer program]. Version 4.2. St Louis, MO: Facts and Comparisons; Feb 03.

*Clinical Pharmacology* [computer program]. Version 2.07. Tampa, FL: Gold Standard Multimedia; 2003.

#### CD-ROM on Book

*Mosby's Drug Consult* [CD-ROM]. St. Louis, MO: Mosby; 2006.

#### Software (Palm)

**Note:** All Palm software follows the same basic format: Name of the company that licensed the software usage (e.g., Lexi-Comp), name of book or database (Lexi-Drugs, comp + specialties) [computer program], compiler of database (Lexi-Comp, Skyscape); date and/or version/date of program (Ver:4.0.46/2003.8.31).

ePocrates (*ePocrates Rx*) [computer program]. ePocrates, Inc; Ver 6.12/Oct 1, 2003.

Lexi-Comp (*Medical Abbreviations*) [computer program]. Lexi-Comp; Sep 22, 2003.

Skyscape (*Dorland's Pocket Medical Dictionary*) [computer program]. Skyscape; Ver:4.0.46/2003.8.31.

Excel (*Part of Microsoft Office Professional Edition*) [computer program]. Microsoft; 2003.

#### Databases

PDQ® - NCI's Comprehensive Cancer Database. Bethesda, MD: National Cancer Institute; 2007. <http://www.cancer.gov/cancertopics/pdq/cancerdatabase> .Updated June 9, 2006. Accessed April 16, 2007.

#### **Personal Communication, e.g., conversations, letters, email, lectures, etc.**

Place personal communication citation in the text with no citation number, e.g., "In a conversation with A.B. Smith, MD (March 2003)..." Or "According to a letter from A.B. Smith, MD (March 2003)..." Or "According to the manufacturer (A.B. Smith, PhD, oral communication, March 2003), the drug was approved in the US in March 2003."

The author should give the date of the communication and indicate whether it was oral or written; furthermore, often the affiliation of the person is helpful to better establish the relevance and authority of the citation. Citing lectures is the basically the same, e.g., "According to Dr. Schrimsher (PubMed lecture, Sep 2003, Samford University, McWhorter School of Pharmacy), controlled vocabulary should always be used first prior to searching any database."

## **FAQs (Frequently Asked Questions) regarding citations.**

*Can I cite an article that is in the reference section (or cited) of the article I am currently reading?*

Generally, you should not do this, that is, cite an article that is cited within another article.

The rule is to cite exactly where you are obtaining the material and thus, pointing to the reader to where the information is, in case the reader desires to read and/or obtain the material you have cited.

*Where in the book is the best place to find the exact authors/editors, publisher, date of publication, etc?*

Generally, every book has a distinctive "title page" which depicts authors or editors, publisher and location, and edition. The date of publication (or copyright date) is sometimes at the bottom of the title page, but most often, it is the next page and the exact location varies; however, for the most part, it will appear as "©Copyright, 2002," then the publisher. If there is no clear author/editor(s) on the title page, it is a good indication that the publisher is the author. Editorial staffs, associate editors, editorial assistants, are not considered the editor, thus no author/editor will be cited. For example, The Merck Index, 13th edition, book lists an editorial staff of seven persons, including a senior editor, editor emeritus, etc., however, none of these individuals would be cited as the "editor."

*What is the rule for citing page numbers if the book uses separate pagination within each chapter?*

Follow the style used in the book; see the Mosby citation as an example. To separate the "thru" pages, use the "en dash" symbol (which is –).

*How do I cite books with editor in chief?*

If a book has only an editor in chief and no other editors, then list only the editor in chief (ed in chief). If a book lists an editor in chief, plus other editors (not associate editors, but designated editors), list the editors in order they appear on the title (or other) pages. Normally, the editor in chief will be listed first, followed by the other editors.

*How do I cite software?*

Software need not be cited in the reference section if it is mentioned only in passing or is available without charge via the Internet (e.g., shareware or freeware). However, if the reference is to using software for analysis purposes, e.g., SPSS or Excel, then a citation must be included.

*How do I cite an author that has "Junior" with their name?*

Cite the name as follows: Wallace RJ Jr, Smith AB, Jones SU III, ...

*Which city do I cite when the publisher lists several city locations?*

Cite the first city listed. For example, if New York, Paris and London were listed as the publisher's locations, cite New York, which was the first depicted on the title page of the book.

*Must I use a registered trademark (®) when I cite/use that particular item, e.g., drug brand name?*

Guidance: The new AMA manual of style edition (10th) specifically states that a trademark (e.g., ®, TM or SM) should not be used in scientific journal articles or references, but the initial letter of a trademarked word should be capitalized.

*How do I cite multiple page numbers using only one source?*

The *AMA Manual* stipulates that if the author wants to cite different places (or basically more than one set of pages) in the text from the same source (of a **book only**, not a journal article), the page numbers are included in the superscript citation and the source appears only once in the list of references. (**This is not the same as inclusive pages**, which is explained below) Additionally, when the source is listed in the references, no page numbers are included after the publication

date (see next example regarding multiple pages in more than one book chapter). For example: Schrimsher<sup>6(p3),10</sup> reported 10 drugs that have been withdrawn by their manufacturers.

*How to cite a book with two or more chapter authors and also simultaneously citing multiple pages from the same source (book)*

The *AMA Manual* does not illustrate a clear example regarding this issue; thus, to cite multiple pages from many (more than one) chapters by different authors, list a separate citation for each chapter cited.

For example, suppose I need to cite multiple pages from two authored chapters in *Nelson textbook of pediatrics*. An example of the running text:

Prober<sup>1(p751)</sup> examines several causes for infant central nervous infections; furthermore, Pickering<sup>2(pp765-767)</sup> found similar causes for pediatric gastroenteritis.

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References

1. Prober CG. Central nervous system infections. In: Behrman RE, Kliegman RM, Jenson HB. *Nelson Textbook of Pediatrics*. 16th ed. Philadelphia PA: W.B. Saunders; 2000.
2. Pickering LK, Synder JD. Gastroenteritis. In: Behrman RE, Kliegman RM, Jenson HB. *Nelson Textbook of Pediatrics*. 16th ed. Philadelphia PA: W.B. Saunders; 2000.

Note that both chapter citations come from the same source (*Nelson Textbook of Pediatrics*) and both would be listed separately in the reference section. Also, neither lists page numbers after the publication date because they are already shown with the citation number in superscript in the body text. Furthermore, this method applies only to citing multiple pages from a single source.

*What are inclusive pages?*

Inclusive pages are pages with a dash between them, e.g., 10-15. Inclusive pages are considered a single cited entity, especially regarding books, which essentially tells the reader that the information cited is contained between the inclusive pages, and that the reader would literally have to read the inclusive pages to either find or understand what is being cited. Inclusive pages should not be confused with multiple page citations discussed earlier, they are two separate functions and purposes. Inclusive pages are generally used for citing concepts, discussions, etc. Do not substitute inclusive pages when you are essentially referring to a paragraph or few sentences on a single page. Pages cited should be as close as possible to the actual material you are referencing; furthermore, when citing inclusive pages, do not omit any page digits after the dash, e.g., 115-116.

*Reproducing Tables and Figure*

**Copyright permission**

If you (student) are going to recreate/reproduce a table or figure from another source and insert it verbatim (exactly as is) into your assignment paper, you **do not** have to obtain copyright permission from the copyright holder; however, you still have to cite the source which the table/figure came from and provide the copyright statement in parenthesis. (See bottom of example in Table 4 below.) The statement (**If this paper were submitted for publication, copyright permission for reproduction of this table/figure would have to be obtained.**) must be added.

**Citing**

Citation(s) for the table/figure can be for the entire table or portions of the table, using an alphabetical order (a-z) footnote method. The superscripted letters (see Table 4 below) are placed in the title of the table if the entire table is verbatim from the source; or if only a portion of the table is from another source, e.g., a cell or column, then place the superscripted notation by that

cell, data point, or column, as appropriate. See page 90, example, T7, *AMA Manual of Style*, 10<sup>th</sup> ed, for other examples.

### **Table Footnotes**

**According to the new AMA manual of style, symbols as footnotes in tables and figures are no longer used.** For both tables and figures, footnotes are now indicated as superscript lowercase letter in alphabetical order (a-z). According to the new AMA manual, the font should be large enough to see clearly, but without appearing to be part of the actual data in the table/figure. Thus, the first footnote would be superscripted a, then b, c...z. See example in the below table regarding footnotes. Table 4 has been reproduced with permission from the *Drug Information Journal*; the table footnotes are fictitious, in that they were not in the original data/publication. This is for illustration purposes only.

**Table 4.** Availability of Personal Data (or Digital) Assistants (PDAs) by Pharmacy Type (n=604)<sup>a</sup>

<b>Resource Name</b>		<b>Retail/ Community (n=480)<sup>b</sup></b>	<b>Hospital/Mental Health (n=74)</b>	<b>Other (n=50)</b>	<b>Total (n=604)</b>
PDA Use	<b>Yes (count)</b>	82	24	12	118
	<b>% Yes</b>	17.1% <sup>c</sup>	32.4%	24.0%	19.5%
	<b>No (count)</b>	398	50	38	486
	<b>% No</b>	82.9%	67.6%	76.0%	80.5%
<sup>a</sup> Data from Schrimsher, Freeman, Kendrach <sup>15</sup> <sup>b</sup> Totals may not equal to 480 due to missing data/surveys. <sup>c</sup> Percentages may not equal 100% due to unanswered/missing data. (If this paper were submitted for publication, copyright permission for reproduction of this table/figure would have to be obtained.)					

### Explanations:

The superscript "a" acknowledges that data the complete data is from another source; thus is the first indicated. Furthermore, the citation number 15 would match that citation number in the reference section. Footnotes "b" and "c" **are not cited** because they are explanatory notes for clarification or indicating important information about the table to the reader.

The last notation in parenthesis (copyright permission) in the example of Table 4 above is to be added for each table or figure. This statement must be included if the paper is any type of student paper, assignment, which includes Phrd 615-616 projects. If this statement is not included, then a permission statement from the copyright holder must be indicated.

(The following permission statement is not part of the above Table 4.) Data from Schrimsher R, Freeman, MK, Kendrach, M: "A Survey of Drug Information Resources in Alabama Pharmacy Facilities, Table 4 (*Drug Inf J* 2006; 40(1):56. Copyright 2006, Drug Information Association.

### ***Journal Abbreviations***

**Note:** The article itself may have the abbreviation provided on the first page of the article (usually at the end of the abstract or at the bottom of the page in small print).

The following process can be used to locate journal abbreviations:

Journal abbreviations may be found in both IPA and PubMed databases, assuming that the journal is indexed in that database. Another good source is "WorldCat" which has a link at the bottom of the WWW Pharmacy Resources Web page, specifically, [Use WorldCat for journal abbreviations search](#): after locating journal, scroll to "Other Titles" section.