

# **BSDH NEW GRADUATE PRIZE Case Report or Project / Elective Report in Special Care Dentistry**

## **Case Report Guidelines for Submission**

**The Society will award a prize of £300, to the best-case report on any subject related to Special Care Dentistry. The Award Category is for all newly graduated dentists practising in the United Kingdom and Ireland.**

You are invited to submit a case report, which should be a minimum of 2000 words and no more than 2500 words. In addition the submission must relate to a case completed within the last 2 years.

### **Presentation format**

The case report should be a report of one or a small series of clinical cases or a novel technique.

- 1) The case report should be typed, double spaced, and printed on one side of A4 paper, leaving a margin of 4 cm on the left hand side. Four copies are required. Pages should be numbered consecutively, and securely fastened at the top left hand corner.
- 2) Page 1 should give only the title of the article, the author's name and any qualifications held, together with current position (e.g. Salaried Primary Care Practitioner, Employer/employing authority). A contact address and email address (if possible) should also be provided.
- 3) Page 2 should give:
  - a) The title of the report, without the author's name.
  - b) An abstract giving a summary of the paper, up to a maximum of 100 words.
  - c) A statement highlighting the clinical relevance of the case report
- 4) Subsequent pages should contain the body of the report,
  - a) The introduction should include a background to the case report including references from the literature
  - b) Case description, including details of the patient / technique / adaptation, These should be chronological and detail the presenting history, examination findings, and investigation results before going on to describe the patients progress, their treatment and outcomes.
  - c) A short discussion and conclusions should follow.
    - i) These should include an explanation as to how and why decisions were made and what lessons can be learned from this experience.
    - ii) Some references to other cases may be required where there is a need to make a clear point. If a standard textbook has indicated that one line of treatment should have been followed, then it should be quoted. Reports by others should be mentioned only where they actively support (or contradict ) the particular experience, and should be appropriately referenced.
- 5) Annotation of teeth should be clearly marked in the Palmer style (e.g. Lower left three,  $\overline{13}$ ) Use the generic name for any drugs mentioned with (if pertinent) the proprietary name in brackets immediately after.

- 6) There is no limit on the number of graphs, tables, photographs or radiographs that may be included. However, authors should ensure that: -
- a) A caption accompanies each figure and table. Citations to the figures and tables should be inserted clearly in the appropriate part of the text. (E.g. fig 1, table 2). Where appropriate, consideration should be given to alternative ways of displaying data other than tables, for example, histograms.
  - b) Photographs and radiographs should be of a high quality, with serial photographs being of the same magnification and same exposure. When taking intra-oral photographs it is advisable to leave the operating light on, for maximum illumination. Images would be better in jpeg format or high quality gloss prints. The title of the case report and figure number should appear on the back of each photograph
  - c) There is **appropriate** consent for publication of any patient photograph and that no patient's names should appear in the text.
  - d) The text, photographs, graphics and conclusions should be original and consistent.
- 7) Acknowledgements should appear at the end of the text, before the reference section.
- 8) References, should be in the Vancouver style (see example) and checked carefully by the author. They must be cited in the text in numerical order of appearance, and appear in numerical order at the end of the report.

**Textbook:**

- (1) Scully C. and Cawson R.A. Medical Problems in Dentistry. 5<sup>th</sup> edition. Elsevier: Churchill Livingstone; 2005.

**Edited edition:**

- (2) Nunn J. ed. (2000) Disability and Oral Care. FDI World Dental Press Ltd; 2000

**Article:**

- (3) Fiske J. and Shafik H.H. Down's Syndrome and Oral Care. Dental Update. 2001; 28:148-156

### Submitting your case report

You must submit one paper copy of your report along with an electronic version on a CD, in a '.doc' format consistent with Microsoft word 6.0 (Office 2000), or as an '.rtf' file. The copy on the disc must be exactly the same as the printed copy on the report and both paper form and disc should be submitted at the same time. Your disc should be labelled carefully with the submitting authors name and the title of the project.

**The closing date each year will be 31<sup>st</sup> August.**

**Reports should be sent to:-  
BSDH Awards Coordinator  
Dr Karen Gordon  
Duncan Street Dental Clinic  
16 Duncan Street  
Edinburgh EH9 1SR**

The prize will be announced at the Winter Scientific meeting of the same year.

**Please note the Society does not undertake to pay the expenses of the author**