 Submission

Manuscripts should be submitted via the editorial online submission and peer-review system available at http://philjournal.org/phpn/index.php/PJOHNS/Philipp%20J%20Otolaryngology%20Head%20and%20Neck%20Surgery can no longer accept hard-copy manuscripts. 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 at www.pso-hns.org/pjohns.html. No manuscript will be reviewed unless 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 subject 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. Editors and reviewers are among the critical values that enable us to achieve our aim. The PJOHNS endorses and behaves in accordance with the codes of conduct and international standards established by the Committee on Publication Ethics guidelines (http://publicationethics.org/guidelines).

It aims to provide local and overseas otolaryngologists, other surgeons and physicians, health and allied medical professionals, academicians and scientists from other disciplines, with a scholarly forum for the exchange of ideas and information in the discipline of otolaryngology - head and neck medicine and surgery and related fields that are especially relevant to health professionals in the Philippine and Western Pacific context. It publishes peer-reviewed original articles (including clinical trials, laboratory investigations, effectiveness of diagnostic or therapeutic techniques); evidence-based medicine (including clinical practice guidelines, systematic reviews and meta-analyses, evaluations of current practices and commentaries); case reports with discussions; surgical and instrumentation innovations and illustrations of new techniques; review articles; imaging and histopathology cases; lectures and symposia; brief reports and abstracts; correspondence and guest editorials and studies relating to behavioral, educational, governmental or controversial issues in otolaryngology - head and neck medicine and surgery and related fields.

Published semiannually. Number One of Volume One is dated January – December 1981. It is also published electronically, available from www.pso-hns.org/pjohns.html Journal International Standard Serial Number: p-ISSN 1908 4889; e-ISSN 2094 1501 Vol. 29 No. 2, July - December 2014. Copyright 2014. All rights reserved.

Editorial Contact Information:
Postal Address: Unit 2512 Medical Plaza Ortigas Condominium, San Miguel Avenue, Ortigas Center, Pasig City 1605, Philippines
Phone : (632) 6338344; Fax: (632) 6332783; Email: pjo_hns@yahoo.com; secretariat@pso-hns.org; mia@pso-hns.org
Contact Person: Ms. Rowena C. Sapala, Editorial Assistant

Published by: Philippine Society of Otolaryngology Head and Neck Surgery, Inc.
Publisher Contact Information:
Postal Address: Unit 2512 Medical Plaza Ortigas Condominium, San Miguel Avenue, Ortigas Center, Pasig City 1605, Philippines
Phone : (632) 6338344; Fax: (632) 6332783; Email: pso_hns@yahoo.com
Contact Person: Ms. Mia Filipina B. Mabuti, Administrative Officer


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. PJOHNS 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 www.pso-hns.org/pjohns.

<table>
<thead>
<tr>
<th>Type</th>
<th>Individual</th>
<th>Institutional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local</td>
<td>Php 1,200.00</td>
<td>USD 40.00</td>
</tr>
<tr>
<td>Overseas</td>
<td>Php 1,500.00</td>
<td>USD 50.00</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Type</th>
<th>Individual</th>
<th>Institutional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local</td>
<td>Php 600.00</td>
<td>USD 20.00</td>
</tr>
<tr>
<td>Overseas</td>
<td>Php 750.00</td>
<td>USD 25.00</td>
</tr>
</tbody>
</table>

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 PJOHNS 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 PJOHNS 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.