



# İstanbul MEDICAL JOURNAL

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## Original Articles

Correlation Between Gene Polymorphisms and Allergic Rhinitis  
Kundi et al. İstanbul, Turkey

Evaluation of Skin Cancers  
Toplu et al. İstanbul, Turkey

A Different Perspective on False-Negative Thyroid Biopsies  
Boyoğlu et al. İstanbul, Turkey

Smoking Cessation and Nasal Functions  
Çakan and Uşaklıoğlu. İstanbul, Turkey

Growth Differentiation Factor 15 in Acromegaly  
Hacıoğlu et al. İstanbul, Turkey

Chitosan for Reducing Cisplatin-Induced HRT  
Aykaç et al. Cyprus

Femoral Neck Fractures in Adults  
Acar et al. İstanbul, Trabzon, Turkey

Agreement on Two Different Hemoglobin Assays  
Oğuz et al. İstanbul, Turkey

Hemogram Parameters of Pulmonary Embolism  
Kara et al. İstanbul, Nevşehir, Turkey

Predicting Prognosis in AECOPD  
Toptaş et al. İstanbul, Turkey

Metastatic Breast Cancer and Artificial Intelligence  
Akbulut et al. Malatya, Turkey

Follicle Development in Poor Responders  
Ertaş and Yakın. İstanbul, Turkey

Anxiety Disorder and COPD  
Yalçın Güznelhan. İstanbul, Turkey

Septal Deviation in Newborns  
Süleyman Erdoğan. İstanbul, Turkey

Neuroimaging Findings in Hemifacial Spasms  
Eyigürbüz et al. İstanbul, Turkey

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**Invited Review Articles:** Reviews prepared by the invited authors who have extensive knowledge on a particular field and whose scientific background has been translated into a high volume of publications with a high citation potential are welcomed. Reviews should describe, discuss, and evaluate the current level of knowledge of a topic in clinical practice and should guide future studies. The main text should contain Introduction, Clinical and Research Consequences, and Conclusion sections. Please check Table 1 for the limitations for Review Articles.

**Letters to the Editor:** This type of manuscript discusses important parts, overlooked aspects, or lacking parts of a previously published article. Articles on subjects within the scope of the journal that might attract the readers' attention, particularly educative cases, may also be submitted in the form of a "Letter to the Editor." Readers can also present their comments on



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## INSTRUCTIONS TO AUTHORS

the published manuscripts in the form of a “Letter to the Editor.” Abstract, Keywords, and Tables, Figures, Images, and other media should not be included. The text should be unstructured. The manuscript that is being commented on must be properly cited within this manuscript.

| Type of manuscript   | Word limit | Abstract word limit | Reference limit | Table limit | Figure limit             |
|----------------------|------------|---------------------|-----------------|-------------|--------------------------|
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| Review Article       | 5000       | 250                 | 50              | 6           | 10 or total of 20 images |
| Letter to the Editor | 500        | No abstract         | 5               | No tables   | No media                 |

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Tables should be included in the main document, presented after the reference list, and they should be numbered consecutively in the order they are referred to within the main text. A descriptive title must be placed above the tables. Abbreviations used in the tables should be defined below the tables by footnotes (even if they are defined within the main text). Tables should be created using the “insert table” command of the word processing software and they should be arranged clearly to provide easy reading. Data presented in the tables should not be a repetition of the data presented within the main text but should be supporting the main text.

### Figures and Figure Legends

Figures, graphics, and photographs should be submitted as separate files (in TIFF or JPEG format) through the submission system. The files should not be embedded in a Word document or the main document. When there are figure subunits, the subunits should not be merged to form a single image. Each subunit should be submitted separately through the submission system. Images should not be labeled (a, b, c, etc.) to indicate figure subunits. Thick and thin arrows, arrowheads, stars, asterisks, and similar marks can be used on the images to support figure legends. Like the rest of the submission, the figures too should be blind. Any information within the images that may indicate an individual or institution should be blinded. The minimum resolution of each submitted figure should be 300 DPI. To prevent delays in the evaluation process, all submitted figures should be clear in resolution and large in size (minimum dimensions: 100 × 100 mm). Figure legends should be listed at the end of the main document.

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When a drug, product, hardware, or software program is mentioned within the main text, product information, including the name of the product, the producer of the product, and city and the country of the company (including the state if in USA), should be provided in parentheses in the following

format: “Discovery St PET/CT scanner (General Electric, Milwaukee, WI, USA)” All references, tables, and figures should be referred to within the main text, and they should be numbered consecutively in the order they are referred to within the main text.

Limitations, drawbacks, and the shortcomings of original articles should be mentioned in the Discussion section before the conclusion paragraph.

### References

While citing publications, preference should be given to the latest, most up-to-date publications. If an ahead-of-print publication is cited, the DOI number should be provided. Authors are responsible for the accuracy of references. Journal titles should be abbreviated in accordance with the journal abbreviations in Index Medicus/ MEDLINE/PubMed. When there are six or fewer authors, all authors should be listed. If there are seven or more authors, the first six authors should be listed followed by “et al.” In the main text of the manuscript, references should be cited using Arabic numbers in parentheses. The reference styles for different types of publications are presented in the following examples. The references should be included to the main text.

**Journal Article:** Rankovic A, Rancic N, Jovanovic M, Ivanović M, Gajović O, Lazić Z, et al. Impact of imaging diagnostics on the budget – Are we spending too much? *Vojnosanit Pregl* 2013; 70: 709-11.

**Book Section:** Suh KN, Keystone JS. Malaria and babesiosis. Gorbach SL, Barlett JG, Blacklow NR, editors. *Infectious Diseases*. Philadelphia: Lippincott Williams; 2004.p.2290-308.

**Books with a Single Author:** Sweetman SC. *Martindale the Complete Drug Reference*. 34th ed. London: Pharmaceutical Press; 2005.

**Editor(s) as Author:** Huizing EH, de Groot JAM, editors. *Functional reconstructive nasal surgery*. Stuttgart-New York: Thieme; 2003.

**Conference Proceedings:** Bengissson S, Sothemin BG. Enforcement of data protection, privacy and security in medical informatics. In: Lun KC, Degoulet P, Piemme TE, Rienhoff O, editors. *MEDINFO 92. Proceedings of the 7th World Congress on Medical Informatics*; 1992 Sept 6-10; Geneva, Switzerland. Amsterdam: North-Holland; 1992. pp.1561-5.

**Scientific or Technical Report:** Cusick M, Chew EY, Hoogwerf B, Agrón E, Wu L, Lindley A, et al. Early Treatment Diabetic Retinopathy Study Research Group. Risk factors for renal replacement therapy in the Early Treatment Diabetic Retinopathy Study (ETDRS), Early Treatment Diabetic Retinopathy Study Kidney Int: 2004. Report No: 26.

**Thesis:** Yılmaz B. Ankara Üniversitesindeki Öğrencilerin Beslenme Durumları, Fiziksel Aktiviteleri ve Beden Kitle İndeksleri Kan Lipidleri Arasındaki İlişkiler. H.Ü. Sağlık Bilimleri Enstitüsü, Doktora Tezi. 2007.

Manuscripts Accepted for Publication, Not Published Yet: Slots J. The microflora of black stain on human primary teeth. *Scand J Dent Res*. 1974.

Epub Ahead of Print Articles: Cai L, Yeh BM, Westphalen AC, Roberts JP, Wang ZJ. Adult living donor liver imaging. *Diagn Interv Radiol*. 2016 Feb 24. doi: 10.5152/dir.2016.15323. [Epub ahead of print].



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Manuscripts Published in Electronic Format: Morse SS. Factors in the emergence of infectious diseases. *Emerg Infect Dis* (serial online) 1995 Jan-Mar (cited 1996 June 5): 1(1): (24 screens). Available from: URL: <http://www.cdc.gov/ncidod/EID/cid.htm>.

### REVISIONS

When submitting a revised version of a paper, the author must submit a detailed "Response to the reviewers" that states point by point how each issue raised by the reviewers has been covered and where it can be found (each reviewer's comment, followed by the author's reply and line numbers where the changes have been made) as well as an annotated copy of the main document. Revised manuscripts must be submitted within 30 days from the date of the decision letter. If the revised version of the manuscript is not submitted within the allocated time, the revision option may be canceled. If the submitting author(s) believe that additional time is required, they should request this extension before the initial 30-day period is over.

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# İstanbul MEDICAL JOURNAL

İ S T A N B U L T İ P D E R G İ S İ

## CONTENTS

### Original Articles

- 159** Correlation Between *GSH-Px Pro198Leu*, *CAT-262C/T*, *MnSOD Ala16Val* Gene Polymorphisms and Allergic Rhinitis  
Pınar Kundi, Nazım Bozan, Mehmet Berkoz, Hakan Çankaya; İstanbul, Van, Mersin, Turkey
- 164** Evaluation of Skin Cancers in a 7-year Plastic Surgery Archive (2014-2020)  
Gaye Toplu, Dinçer Altınel, Merdan Serin; İstanbul, Turkey
- 170** Tumor/Nodule Size Ratio: A Possible Reason for False-Negative Thyroid Cytology  
Nihal Seden Boyoğlu, Özgür Yiğit, Okan Övünç, Suat Bilici, Ahmet Volkan Sünter; İstanbul, Turkey
- 174** Effects of Smoking Cessation on Peak Nasal Inspiratory Flow and Nasal Mucociliary Clearance  
Doğan Çakan, Semih Uşaklıoğlu; İstanbul, Turkey
- 179** Increased Serum Growth Differentiation Factor 15 Levels may be Associated with Diastolic Dysfunction in Acromegaly  
Yalçın Hacıoğlu, Mehmet Emin Pişkinpaşa, Pelin Kılıçkaya, Mutlu Niyazoğlu, Burcu Hacıoğlu, Esra Hatipoğlu; İstanbul, Burdur, Turkey
- 183** Effects of Chitosan on Cisplatin-Induced Hepatorenal Toxicity in an Animal Model  
Aslı Aykaç, Hüseyin Şah, Aysel Kükner, Serkan Sayiner, Ahmet Özer Şehirli; Cyprus
- 189** Risk Factors Associated with Femoral Neck Fracture Outcomes in Adults: Retrospective Clinical Study  
Barış Acar, Murat Eren, Ziya Demirci, Kamuran Asım Demirulus, Yusuf Öztürkmen; İstanbul, Trabzon, Turkey
- 194** Evaluation of Hemoglobin and Hematocrit Values by the CO-oximetry and Cyanide-Free Sodium Lauryl Sulphate Methods: A Retrospective Study  
Osman Oğuz, Huriye Serin, Fatma Sinem Hocoaoğlu; İstanbul, Turkey
- 199** The Role of Hemogram Parameters in Predicting the Severity of Pulmonary Embolism  
Kaan Kara, Sinem Nedime Sökücü, Seda Tural Öner, Cengiz Özdemir, Fatma Tokgöz Akyıl, Özlem Kahya; İstanbul, Nevşehir, Turkey
- 205** Predicting Length of Stay and Mortality in Acute Exacerbation of Chronic Obstructive Pulmonary Disease at the Intensive Care Unit  
Mehmet Toptaş, Aybüke Kekeçoğlu, Sibel Yurt, Seda Tural Onur, Kemal Karapınar, İbrahim Akkoç, Murat Haliloğlu; İstanbul, Turkey
- 210** Prediction of Breast Cancer Distant Metastasis by Artificial Intelligence Methods from an Epidemiological Perspective  
Sami Akbulut, Fatma Hilal Yagın, Cemil Colak; Malatya, Turkey
- 216** Low Oocyte Maturity Rate and Asynchronous Follicle Development: Other Unnoticed Groups in the Bologna Criteria for Poor Responders?  
Sinem Ertaş, Kayhan Yakın; İstanbul, Turkey
- 220** Evaluation of Anxiety Symptoms in Patients with Chronic Obstructive Pulmonary Disease  
Yalçın Güzelhan; İstanbul, Turkey
- 224** Septal Deviation in Newborns: A Prospective Study and Literature Review  
Süleyman Erdoğan; İstanbul, Turkey
- 229** Neuroimaging Findings in Hemifacial Spasm: A Single-Center Experience  
Tuğba Eyigürebüz, Zerrin Yıldırım, Elif Korkut, Ece Akalın Akkaş, Mehmet Turgut Adatepe, Nilüfer Kale; İstanbul, Turkey
- 236** Erratum