Style Sheet for Citing References

The following citation format should be used for all written work requiring citations in all courses within the curriculum at the University of Pittsburgh School of Pharmacy. The format is adapted with modifications from the Instructions for Authors of the *American Journal of Health-System Pharmacy* [http://www.ashp.org/DocLibrary/AJHP/References.aspx](http://www.ashp.org/DocLibrary/AJHP/References.aspx) and the American Medical Association Manual of Style.

**Standard journal article/electronic journal article**


*NOTE* that the year is followed by the journal volume and page numbers, but not the month. List all authors when four or fewer; when five or more, list only the first three and add “et al.” Do not include authors’ degrees or full first names. Journal names should be abbreviated using the accepted abbreviation. To find the correct abbreviation for a journal refer to the journal database on PubMed: [http://www.ncbi.nlm.nih.gov/nlmcatalog/journals](http://www.ncbi.nlm.nih.gov/nlmcatalog/journals)

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


*Note: if there is no suppl number, leave it blank, e.g., 44 (Suppl):S5-S10.*

**Article from journal paginated by issue**


*Note: that in this case the issue number is included. That is because some journals repaginate with each issue.*

**An Article That Is Online First Before It Has Appeared In Print**


*NOTE* to cite an electronic article that has not yet appeared in print please use the above citation format. The digital object identifiers (DOIs) and date of publication should be given at the top of the article.

**Letter, editorial, or abstract** (place the article type in brackets [ ])


**Book with one author or editor**


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


**Chapter or article in a book**


Note: Textbooks that are accessed online through the library should be cited as outlined above in #9. The information to create the citation will be located online under sections called Front Matter, Copyright, or Preface depending on the platform (e.g. ClinicalKey, Access Medicine). There may also be a button to click to Get Citation with options for citations for a chapter within the textbook. Please follow the AMA format and adapt to meet the capitalization requirements as outlined above.

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


Governmental agency publication

Package insert

Note: Do not cite a package insert as a webpage or with DailyMed as the author. Reference the US-based company if a foreign company is the manufacturer for US company to market/distribute

Paper presented at a meeting

Internet sources
Note: This is not the method to site drug information databases on the internet. These should generally not be cited in written work. Go to the original source referenced in the database, read and cite that original source. If these databases are specifically allowed by the instructor, the format is available on the Am J Health-Syst Pharm information for authors above.


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.

Newspaper article
Newspaper article retrieved online. [Cite as an electronic resource as above.]


Transcript of a Television or Radio Broadcast


Email Correspondence

Email and interviews are typically not included in a reference list in the biomedical literature. It is cited parenthetically within the text. The parenthetical citation should include the name and highest academic degree(s) of the person who sent the email and the date the message was sent.

Email needs to include the Author's last name, first name. "Subject Line of E-mail". E-mail to name of person. Date e-mailed: day Mon. year. (Omit any information not available)

21. An example of an email citation, appearing in running text, is given below:

- There have been no subsequent reports of toxic reactions in the exposed groups (Joan Smith, MD, email communication, March 29, 2004).

22. An email list (listserve) message cited in running text would be cited as in the example below:

- The Editorial Committee of the World Association of Medical Editors (WAME) is preparing a statement on government embargoes and scientific exchange (Margaret A. Winker, MD, WAME listserve, February 25, 2004).

23. An email (listserve) thread cited in running text would be cited as in the example below:


NOTE: You should always obtain permission from an e-mail correspondent to include their information in a report. Include a statement as part of your email contact when you describe the project that you would like to reference them as an expert on this topic in your final report/poster/presentation.

Personal Communications/Interviews

In the biomedical literature you may see ‘personal communications’ cited within the text of the paper. These are not in the reference list of the article.

- In a conversation with H. E. Marman, MD (August 2005)…
- According to a letter from H. E. Marman, MD, in August 2005…
- Similar findings have been noted by Roberts6 and by H. E. Marman, MD (written communication, August 2005).
- According to the manufacturer (H. R. Smith, oral communication, May 2005), the drug became available in Japan in January 2004.

The author should give the date of the communication and indicate whether it was in oral or written (including email) form. Highest academic degrees should also be given. If the affiliation of the person would better establish the relevance and authority of the citation, it should be included (see the example above, where H. R. Smith is identified as the drug’s manufacturer). Tips: Use direct quotes for direct quotes from the interviewee with the citation as outlined above.

Citation of Congressional Hearings

Include the full title of the hearing, the subcommittee (if any) and committee names, the number and session of the congress, the date, and a short description if desired.
Citation of Minutes from an FDA Advisory Committee Meeting
Basically this is done as an electronic resource. The title of the advisory committee is listed. If there are two committees, list both committees.


Order of citations
When citing references, please remember to cite the sources in the order in which they appear in the text of your answer paper. For example review this text taken directly from:


Notice that the author cites reference number 8 (after citing references 1 through 7) then cites reference 8 again.

“Mitrazine is rapidly and completely absorbed after oral administration. Absorption from the gastrointestinal tract is minimally affected by the presence of food.5,9 Peak plasma levels are achieved within two hours after an oral dose.8 The absolute bioavailability of mirtazapine after single and multiple doses is approximately 50%.3,8 The drug binds nonspecifically to human plasma proteins and is approximately 85% bound.”3,8

If you have questions about this issue, notice how authors of the papers you read cite their references.