

Guidelines and Policies

Instructions to Authors

Before submitting a manuscript, authors should read these instructions carefully and adhere to them. Problems with submissions should be reported via Editorial Manager. Decisions on submissions are final and will take place in approximately 8 to 12 weeks.

Introduction

The **Brazilian Journal of Anesthesiology (BJAN)** is the official journal of the Brazilian Society of Anesthesiology (SBA), which supports the journal completely: the cost of publishing is on behalf of the [SBA](#), with no charges to authors.

The BJAN publishes original work in all areas of anesthesia, surgery, critical care, perioperative medicine, and pain medicine, including basic, translational and clinical research, as well as education and technological innovation. Special articles such as guidelines and historical manuscripts are published upon invitation only, and authors should seek approval before submission.

The BJAN accepts only original articles that are not under consideration by any other journal and that have not been published before except as academic theses, preprints, or abstracts presented at conferences or meetings. The authors must specify it in the cover letter. Submissions must not contain any instances of plagiarism, as a cloud-based intuitive platform is used to compare them to previous publications. Authors must obtain submit all required permissions for any overlapping material and properly identify them in the manuscript.

All manuscripts are submitted to double-blind peer reviews by two or more reviewers, members of the Editorial Board or external peer reviewers, assigned at the discretion of the Editor-in-Chief or the Associate Editors.

Since 2021, the *Revista Brasileira de Anestesiologia* (0034-7094) was merged into the *Brazilian Journal of Anesthesiology* (ISSNs 0104-0014/ 2352-2291), adopting English as its main publishing language. The abbreviation of its title is **Braz J Anesthesiol**, which should be used in bibliographies, footnotes, bibliographic references, and legends.

All editorial communications should be addressed to the [Editor-in-Chief](#).

Types of article

Type of manuscript	Words	References	Tables + Figures	Abstract
Original investigation	3,000	30	6	Structured, up to 250 words
Reviews	4,000	100	6	Unstructured, up to 250 words (Structured for Systematic reviews)
Case report	1,500	5	2	Unstructured, up to 100 words
Letter to the editor	1,000	5	1	No
Short communication	1,500	10	2	No
Clinical image	200	3	3	No
Editorial	2,000	15	2	No

Original investigation

Primary clinical, observational, or experimental research information. Each kind of study contains different elements. A copy or link of the ethical approval of the study, as well as its registry, must be submitted along with the manuscript. All clinical trials involving assignment of patients to treatment groups must be registered in a public trial registry available in English prior to the start of the trial and any patient enrollment is undertaken. The registry, registration number, and date of registration must be stated in the *Methods* section of the manuscript.

For a list of registry platforms for clinical trials, assess the International Clinical Trials Registry Platform ([ICTRP](#)). Brazilian researchers are advised to register at [ReBEC](#).

Reviews

Systematic review

The review protocol must be registered in [PROSPERO](#) (International Prospective Register of Systematic Reviews) and stated it in the *Methods* section, indicating where it can be accessed. Summarize sections by pulling together the implications of main findings, avoiding to just repeat the results of previously published studies and searching for an expanded evidence-based conclusion. Incorporating the results of a new study with previous relevant studies in a meta-analysis is encouraged.

Narrative review

A narrative or literature review is a broad but meticulous critical overview of previously published research to provide authors' subjective perspectives on a topic of interest. It follows no specific protocol and have no specific questions or strategies.

Scoping review

Scoping reviews may be an exercise to examine emerging evidence and evaluate specific questions before conducting a systematic review, which can later be developed based on it. We suggest registration/publication of scoping review protocols. Examples of databases where scoping reviews may be registered are Open Science Framework ([OSF](#)) and [Figshare](#).

Rapid review

Rapid reviews aim to evaluate what is known about specific topics guiding health policies. It has the same methods of systematic reviews, focusing on important points with more liberal protocols of bibliographic research, restricted analysis of gray literature, and a simplified evaluation of the quality of publications.

State-of-art review

A narrative review about most current matters. It may offer different perspectives on the topic or denote areas for future research. It is important for a new reader in an area or whoever is trying to identify potential opportunities for contemporary research.

Case reports

It must describe innovations, novelties, or new clinical approaches for established clinical problems and contain impactful information other than just the introduction of techniques, methods, or medical devices. A copy of the Institutional Research Board approval or a written informed consent form must be submitted. Patient images must be anonymized and a specific signed authorization for publication should be obtained from the patient, legal guardians or family, and submitted along with the report.

Letter to the editor

Letters to the editor should include constructive, objective, and educational comments on already published BJAN papers or be "freestanding". "Freestanding" letters to the editor may discuss matters of interest to readers without linkage to papers already published in the BJAN. Letters will be published at the sole discretion of the Editor-in-chief.

Short communication

A short communication is a simple research study with an interesting result. It is unstructured, with no subheadings nor abstract. It should include paragraphs with basic brief features of background, methods, results, and discussion (not specified as such). If it involves human or animals, ethics approval is required.

Clinical image

Images with clinical relevance for the area with brief explanations why they are relevant.

Editorial

Editorials must be submitted only with previous approval of the Editor-in-Chief.

Language

English (US) is the official language of the **BJAN**. After acceptance, articles will be indexed only in English, and abstracts in Portuguese will be available at [BJAN's](http://bjan-sba.org) website: bjan-sba.org.

Before acceptance of the article, if required, the author must send it to a certified English review, such as American Journal Experts ([AJE](#)), [Enago](#), [Eloquenti](#), and Proof-Reading-Service ([PRS](#)).

Submission

Submissions must have the following elements: Cover Letter, Title page, Abstract with Keywords, Manuscript without authors' details (blind), Tables + Figures, the checklist of the study guideline, and the BJAN's [Copyright and Agreement form](#) signed by the correspondent author. If the manuscript is accepted, the form must be submitted signed by all authors before the article is published. Before submitting, please consult the [Submission Checklist](#).

Cover letter

Focus on the novelty and value of the author's work, its relation to the BJAN's scope, and stating why the editor should consider the article for publication. Specify if the article was previously published as preprint, abstract, or academic work. Also, please indicate word count and number of tables and figures of the manuscript submitted. The cover letter will not be part of the published article.

Submission declaration and verification

The submission of an article implies that the work has not been previously published, except as an abstract, as part of a published lecture or academic thesis, or as an electronic preprint. It also means that the manuscript is not under consideration for publication elsewhere, that its publication is approved by all authors, and tacitly or explicitly by the responsible authorities where the work was carried out.

If accepted, the article must not be published elsewhere in the same form in any language, including electronically, without the written consent of the copyright holder (SBA). The manuscript will be checked by the plagiarism detection service [Ithenticate](#).

See "[Multiple, redundant or concurrent publication](#)".

Title page

The title page should include:

- The actual title and running title.
- Authorship, with names, affiliations, ORCID id, and contributions of all authors, clearly indicating the corresponding author (who will be responsible for all the communications with the journal). If the authors do not have an **ORCID** id, it can be registered at <<https://orcid.org/>>. Do not include any of this data in the manuscript.
- The copy or a link to the Institutional Research Board approval.
- The registry of the study, registration number, and date of registration.

Abstract

An abstract with the headings *Background*, *Methods*, *Results*, and *Conclusion* should provide the context for the research and state its purpose, basic procedures (selection of study subjects or laboratory animals, observational and analytical methods), main findings (giving specific size effects and their statistical significance, if possible), and main conclusions. It should emphasize new and important aspects of the study or observations.

Keywords

Provide a maximum of six keywords, in alphabetical order and separated by commas, to represent the content of the article. Descriptors or keywords should be based on [DECS](#) or [MeSH](#).

Manuscript

Upload it to Editorial Manager as an editable text file (preferably Word).

Title

The title must be concise, informative and include the study design, as it is often used in information-retrieval systems. Avoid abbreviations and formulae, if possible, as well as commercial and copyrighted names. Write the title in the simplest way possible considering: "how would I search for this subject in a database or on the internet?".

Titles must be written with only the first letter and acronyms in uppercase.

Abstract + Keywords

Must be included as previously specified.

Introduction

Provide adequate background and avoid a detailed literature survey or a summary of the results. Specify the hypothesis that justifies the study. State the objectives of the trial.

Methods

Provide sufficient detail to allow the work to be reproduced. Methods already published in detail elsewhere should be indicated by a reference citation describing the methods concisely, as the reader might not have access to the original protocol publication, especially if it is not open access. Describe all changes from the study protocol.

Results

Results should be clear, concise, and contextualized. Avoid repeating data shown in tables and/or figures.

Discussion

Explore the significance of the results without repeating them. Confront your data with previous findings avoiding extensive citation and discussion of published literature. Discuss the limitations of the study and critically justify them. Emphasize the importance of the study for the current state-of-art as well as future perspectives related to it.

Conclusion

Present the main conclusions of the study.

Acknowledgements

Collate acknowledgements in a separate section at the end of the article, before the references, listing people who provided help during the research (e.g., help with language, writing assistance, proofreading the article, etc.).

References

All references must be presented according to the [Vancouver Style](#), with journal names abbreviated as shown in the [List of Title Word Abbreviations](#). Make sure the data provided in the references are correct. A DOI is guaranteed never to change, so you can use it as a permanent link to any electronic article.

All references must be numbered (superscript) in the same sequence as they are cited in the text. Please check the maximum number of references for each type of article.

Tables and figures

All tables and figures must be cited in the text in sequence and placed only at the end of the file, never in the middle of the text, preferably as an editable file. Please check the number of Tables + Figures according to the type of article.

Other topics

Funding sources

Identify the provider of financial support and, if that is the case, briefly describe the role of the sponsor(s). List funding sources in a standard format for compliance to funder's requirements, with no details of the program or grants and awards (i.e., This work was supported by the CNPq [grant number xxxx] and FAPESP [grant number xxxx]). If no funding has been provided for the research, please include: "This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors".

Abbreviations

Define abbreviations that are not standard in this field when they first appear in the manuscript. If they are unavoidable in the abstract, define them at their first mention. Ensure the consistency of abbreviations throughout the article.

Units

Follow internationally accepted rules and conventions, using the international system of units (SI). If others are mentioned, give their equivalent in SI.

Footnotes

Footnotes should be used sparingly; it is preferable the use of references.

Ethics in publishing

Studies in animals

All animal experiments should comply with the [ARRIVE](#) guidelines and be carried out in accordance with local country regulations. Clearly indicate in the manuscript that such guidelines have been followed and upload the guideline checklist to Editorial Manager (separately to the manuscript). It won't be published.

It must indicate: the sex of animals and its influence (or association) on the results of the study, when this is the case, besides the genotype, strain, source, and number of backcrosses and age of the animals studied.

Studies in humans

If the article involves human subjects, the author should ensure the research was carried out in accordance to the Code of Ethics of the World Medical Association ([Declaration of Helsinki](#)) for experiments involving humans. In the manuscript, include a statement that informed consent was obtained for experimentation with human subjects. Privacy rights must always be observed.

The manuscript should be in line with the Recommendations for the [Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals](#) and aim for the inclusion of representative human populations (sex, age, and ethnicity) as per

those recommendations. The manuscript must contain data on the age (mean with range), height (m), weight (kg), sex (male/female, with numbers and percentages), criteria for selection, health conditions, among others that are significant to study results. Complex information is clearer in a table, facilitating understanding of the data.

- *Informed consent and patient details:* require Institutional Ethical Committee or Internal Review Board (IRB) approval and informed consent documented in the paper. Appropriate consents, permissions and releases must be obtained when an author wishes to include case details, personal information, or images of patients or any other individuals. Please indicate it was obtained; upload them only if specifically requested by the journal.
- *Images:* must be anonymized, and a specific signed authorization for publication should be obtained from the patient, legal guardians, or family and submitted along with the manuscript or case report. If there is no written permission, personal details of any patient included in any part of the article or supplementary materials (including illustrations and videos) must be removed before submission.

Declaration of interest

All authors must disclose any financial and personal relationship with other individuals or organizations that could inappropriately influence (bias) their work ([Conflicts of Interest Statement](#)). If there are no conflicts of interest, please state: "Conflicts of interest: none".

Use of inclusive language

Inclusive language acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Authors should make no assumptions about the beliefs or commitments of any reader. The text must not imply that one individual is superior to another on the grounds of race, sex, culture, or any other characteristic. Authors should ensure it is free from bias.

Authorship

BJAN adopts [ICMJE](#) criteria for authorship. Each author is required to declare his or her individual contribution to the article and must have materially participated in the research and/or article preparation. The authors should have made substantial contributions to the following: conception and design of the study, or acquisition of data, or analysis and interpretation of data; drafting the article or revising it critically for important intellectual content.

The roles of the authors should be described in a statement in the cover letter and all authors must approve the final version of the article.

Changes to authorship

Any addition, deletion, or rearrangement of author's names in the authorship list should be made before the manuscript has been accepted. The corresponding author must give the reason for the change and send written confirmation from all authors

that they agree with the addition, removal, or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed. If the manuscript has already been published, any requests approved by the Editor-in-Chief will result in a corrigendum.

Copyright and agreement

The authors must upload a digital signed copy of the [Author's Agreement and Copyright assignment term](#). It ensures they are the copyright owner of the manuscript submitted and that, if it is accepted for publication, they will license and transfer all ownership copyrights regarding the work unto the Brazilian Society of Anesthesiology (SBA), giving the BJAN/SBA exclusive rights to publish and distribute the article in part or in its entirety.

Along with the submission process, authors will be asked to complete the Journal Publishing Agreement <<http://www.elsevier.com/about/policies/copyright>>. This document includes any tables, illustrations or other material submitted for publication as part of the manuscript, in all forms and media (whether now known or later developed) throughout the world, in all languages, for the full term of copyright, effective when the article is accepted for publication.

The use of AI and AI-assisted technologies in scientific writing

Where authors use AI and AI-assisted technologies in the writing process, these technologies should only be used to improve readability and language of the work and not to replace key researcher tasks such as producing scientific insights, analyzing and interpreting data or drawing scientific conclusions. Applying the technology should be done with human oversight and control and authors should carefully review and edit the result, because AI can generate authoritative-sounding output that can be incorrect, incomplete or biased. The authors are ultimately responsible and accountable for the contents of the work.

Authors should disclose in their manuscript the use of AI and AI-assisted technologies and a statement will appear in the published work. Declaring the use of these technologies supports transparency and trust between authors, readers, reviewers, editors and contributors and facilitates compliance with the terms of use of the relevant tool or technology.

Authors should not list AI and AI-assisted technologies as an author or co-author, nor cite AI as an author. Authorship implies responsibilities and tasks that can only be attributed to and performed by humans. Each (co-) author is accountable for ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved and authorship requires the ability to approve the final version of the work and agree to its submission. Authors are also responsible for ensuring that the work is original, that the stated authors qualify for authorship, and the work does not infringe third party rights, and should familiarize themselves with our [Ethics in Publishing](#) policy before they submit.

Plagiarism and editorial misconduct

The BJAN accepts only original articles that are not under consideration by any other journal and that have not been published before, except as academic theses, preprints, or abstracts presented at conferences or meetings. A cloud-based intuitive platform is used to compare submitted manuscripts to previous publications, and submissions must not contain any instances of plagiarism. Authors must obtain and send the Editorial Office all required permissions for any overlapping material and properly identify them in the manuscript to avoid plagiarism.

For more information about Ethics in Publishing in Portuguese, read Scielo's [Good Practices Guide](#) for Ethics in Scientific Publishing.

Reporting guidelines

The BJAN mandates the use of an appropriate reporting guideline for any health research manuscript. Guidance on each type of study and how to choose the correct reporting guideline can be found on the [EQUATOR](#) website, and authors must upload completed checklists (and flow diagram, if applicable) for the reporting guideline they followed. It ensures the reporting guideline was used correctly and helps editors and reviewers to grant it. If the checklist indicates an item that was not addressed, explain in the manuscript why this information is not relevant to your study and/or add relevant information.

For more on this topic, read the article [Reporting guidelines: tools to increase the completeness and transparency of your anesthesiology research paper](#).

What reporting guideline to use

Research on an intervention, treatment, exposure, or protective factor on human subjects

- Use the [ACRE guideline](#) to report cases in anesthesia and perioperative medicine.
- Use the [CARE guideline](#) for reporting one case study or a series of case studies.
- Use the [CONSORT guideline](#) or one of its extensions: if you selected the participants before they received the intervention/exposure/etc. under study, AND you controlled which intervention/exposure/etc. they each received, AND you used a random allocation method to decide which intervention/exposure/etc. they each received.
- Use the [STROBE guideline](#) or one of its extensions: if you selected the participants after they received the intervention/exposure/etc. under study, OR you selected your participants before they received the intervention/exposure/etc. under study AND you did not control which intervention/exposure/etc. they received (they decided/their doctor decided/life just happened).
- Use the [TREND guideline](#) if you selected the participants before they received the intervention/exposure/etc. under study, AND if CARE, CONSORT, and STROBE are not applicable to your research AND you used a non-random way to decide which

intervention/exposure/etc. your participants received, such as which hospital they went to or what their clinical symptoms were.

- Use the **SPRIT guideline** for the protocol of a clinical trial if you are reporting a protocol.

Literature review

- Use the **ENTREQ guideline** for a review of studies that use descriptive data, such as unstructured interviews (qualitative data).
- Use the **MOOSE guideline** for a review of observational studies.
- Use the **PRISMA guideline** for any other kind of systematic review or meta-analysis.
- Use the **PRISMA-P** guideline for the protocol of a systematic review.
- Use the **PRISMA-ScR** guideline for scoping reviews.

Animal research

- Use the **ARRIVE guideline** for research on animals in a lab.
- Use the **REFLECT guideline** for research on livestock.

Descriptive data (either alone or alongside quantitative data)

- Use the **COREQ guideline** for reporting unstructured interviews and focus groups.
- Use the **CARE guideline** for reporting one case study or a series of case studies.
- Use the **SRQR guideline** for any other descriptive data (qualitative research).

Research into diagnosis

- Use the **STARD guideline** if you compared the accuracy of a diagnostic test with an established reference standard test.
- Use the **REMARK guideline** if you evaluated the prognostic value of a biomarker.
- Use the **TRIPOD guideline** if you developed, validated, or updated a prognostic or diagnostic prediction modelling tool.

Research on an intervention or treatment on human subjects

- Use the [TIDieR guideline](#) to fully describe your intervention.
- Use the [CHEERS guideline](#) for an economic evaluation of the interventions.

Use of Word processing software

The manuscript file should be saved in the native format of the Word processor used.

- In Arial or Times New Roman fonts, size 12, 1,5 line spacing.
- In single-column format and the layout as simple as possible.
- Do not use the Word processor's options to justify text or hyphenate words.
- When preparing tables, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs instead of spaces to align columns.
- All figures and tables must be cited in the text and presented at the end of the manuscript, after the references.
- To avoid unnecessary errors, you are strongly advised to use the "spell-check" and "grammar-check" functions of your Word processor (US English).
- Use TAB instead of SPACE for tables and paragraphs.

If requested, please submit your article for grammar correction by a qualified company, such as American Journal Experts ([AJE](#)), [Enago](#), Proof-Reading-Service ([PRS](#)), and Eloquenti before acceptance for publication. Do that before submitting if you are not confident.

Artwork

Image editing

Sometimes it is necessary to edit images for clarity. Editing for purposes of deception or fraud will be considered scientific ethical abuse and dealt with accordingly.

- No specific feature within an image may be enhanced, obscured, moved, removed, or inserted.
- Adjustments of brightness, contrast, or color balance are acceptable if, and as long as, they do not obscure or eliminate any information present in the original.
- Nonlinear adjustments must be disclosed in the figure legend.
- The resolution of the material must be 300+ dpi.
- Make sure to use uniform lettering and sizing in your original artwork.
- Number the illustrations according to their sequence in the manuscript.
- Use a logical naming convention for your artwork files.

Formats

When your electronic artwork is finalized, save or convert the images to one of the following formats:

- EPS (or PDF): Vector drawings. Embed the font or save the text as “graphics”.
- TIFF (or JPG): Color or grayscale photographs. For halftones, use a minimum of 300 dpi.
- TIFF (or JPG): Bitmapped line drawings, use a minimum of 1000 dpi.
- TIFF (or JPG): Combinations bitmapped line/halftone (color or grayscale), a minimum of 500 dpi is required.

Do not: supply files that are optimized for screen use or that are too low in resolution; submit graphics that are disproportionately large for the content.

Captions

Make sure each illustration has a caption that comprises a brief title and a description, explaining all symbols and abbreviations used. Supply captions separately, not attached to figures, and keep texts in the illustrations to a minimum.

Tables

Submit tables as editable text, not images. They must be placed at the end of the file, after the references. Number them in the sequence they appear in the manuscript and place notes below the table body, separately. Be sparing in the use of tables and ensure they do not duplicate results described elsewhere in the article. Avoid vertical rules.

Videos

Videos and animation sequences are accepted to support and enhance your scientific research. Authors are strongly encouraged to refer to videos or animation files with links within the body of the article. All files submitted should be properly labelled to directly relate to their content.

To ensure that your video or animation material is usable, upload it in a file format recommended with a maximum of 150 MB. They will be linked to the electronic version of the article in the Elsevier Web products, including ScienceDirect.

Choose a frame or make an image to be used as a still instead of standard icons to personalize the link to your video data.

Supplementary material

Supplementary material can support and enhance your scientific research, offering additional possibilities to publish supporting applications, high-resolution images, background datasets, sound clips, and more. Such items are published online exactly as they are submitted. Upload the material separately in the submission site and supply a concise and descriptive caption for each file. Make sure to provide an updated file and to switch off the “Track Changes” option in any Microsoft Office file, as they appear in the published supplementary file.

Research data

The BJAN encourages you to cite in your manuscript and share the data that support your research in an appropriate data repository, enabling you to interlink it with the published article. Research data refer to the results of observations or experimentation that validate research findings. To facilitate reproducibility and data reuse, share the software, code, models, algorithms, protocols, methods, and other useful materials related to the project. For more information on depositing, sharing and using research data and other relevant research materials, visit our [policies](#).

Data linking

If your research data is available in a repository, you can link your article directly to the dataset, providing readers access to underlying data that give them a better understanding of the research described. There are different ways to link your datasets to your article, and when available, you can directly link them by providing the relevant information in the submission system. See more [instructions](#).

For supported data repositories, a banner will automatically appear next to your published article on ScienceDirect. In addition, you can link it to relevant data or entities through identifiers within the text of your manuscript using the following format: Database: xxxx.

Data statement

To foster transparency, we encourage you to state the availability of the data in your submission. If your data is unavailable for access or unsuitable to post, this gives you the opportunity to indicate why. If you submit this form with your manuscript as a supplementary file, the statement will appear next to your article on ScienceDirect.

Submission checklist

Use the checklist below to make sure all the items were uploaded before submitting your manuscript.

- Cover letter
- Title page
- Designation of the corresponding author with contact details: e-mail, address, and ORCID id
- Data from all authors including ORCID id
- Copy of or link to the Institutional Research Board approval of the submission, if applicable
- All specific files for the study design: abstract including keywords, manuscript with references (spell- and grammar-checked; all figures (including relevant captions) and tables (including titles, description, footnotes) in the sequence referred in the text; supplemental files (if applicable)
- All references in the sequence they were cited in the text

- Checklist of the Reporting Guideline
- Link to the data repository, if applicable
- Permission to use copyrighted material from other sources (including the online material), if applicable
- Relevant declarations of interest

Double-blind review

The BJAN operates a double-blind review process, thus all data that can identify authors (names, affiliations, etc.) or institutions must be removed. Reviewers must not know who the authors are, and authors must not know who the reviewers are at any stage, including the publication process.

The Editor-in-Chief defines the peer reviewers suitable for the journal, and manuscripts are typically sent to a minimum of two independent expert reviewers. The Editor-in-Chief makes the final decision regarding acceptance or rejection of the articles.

After acceptance

Proofs

One set of page proofs or a link for access will be sent by e-mail to the corresponding author for approval. Check only typesetting, editing, completeness, and correctness of the text, tables, and figures. Significant changes to the article accepted for publication will only be considered at this stage if authorized by the editor.

We will do everything possible to get your article published quickly and accurately. All corrections must be made at once, thus the authors have to check carefully before replying.

Track your submitted article.

Track your accepted article.

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