



SBI RFS Case of the Month Author Guidelines

The SBI RFS “Case of the Month” series provides a centralized breast-specific online resource to help radiology trainees increase and solidify their understanding of breast imaging. Each submitted case should be an image-rich case authored by a **pair of authors**, one of which should be a **radiology trainee** and the other an **attending-level mentor**. In addition, each submitted case should meet the following requirements:

- The case should be formatted as a series of 6-8 case-based questions, which lead the learner along the thought process involved in managing the patient being presented.
- Questions may be traditional multiple choice questions, “select all that apply” multiple choice questions, or True/False questions. Each answer choice, whether incorrect or correct, should be accompanied by an explanation of why that answer choice is right or wrong.
- Each case should have a Case Discussion section, which discusses the pathology presented in the case. This Case Discussion should be less than 350 words and supported by 6-10 references.
- Each case should have a Case Points section, which lists the 3-4 main learning points of the case.
- If you are uploading an image, whether they are radiologic or photographic, SBI recommends that you follow your institution’s guidelines regarding the use of medical images, including any release forms required by your institution. For our purposes, SBI only requires that the images are de-identified and that you have followed your institution’s policies in obtaining the images.

If you have any questions about submitting a case, please contact Dr. Matthew Miller of the RFS Committee at matthew.miller@virginia.edu.

Thank you for submitting!