



Sample address formatting for attributing each department within the Melbourne Medical School (MMS) to a publication.

Researchers at the University of Melbourne make a significant contribution to the global store of scholarly research through publication of their investigation and discovery. Institutional affiliation is important recognition of the formal relationship between the University of Melbourne and its staff and students.

Salaried staff, honorary staff and students of the University of Melbourne are required to acknowledge the University of Melbourne as their affiliated organisation on all their research outputs, in addition to their other professional affiliations.

Where there are multiple affiliations, it is preferable to list these as separate addresses to avoid confusion and to ensure that each organisation is correctly acknowledged and counted for their contribution to the work supporting the publication.

Things to note:

- do not use acronyms
- when using your University of Melbourne address, acknowledgement of Faculty Institute/School/Centre is important, but should be attributed second or third in the address line and never in place of the University of Melbourne.

### Example formats

Example formats for attribution of the University as outlined below show the preferred style for authors in the Faculty of Medicine, Dentistry and Health Sciences, Melbourne Medical School.

Researchers of the following affiliated department, your University of Melbourne address follows the format shown:

First name, Last name, the University of Melbourne, School, Department, Hospital, Address

- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School, Department of Surgery, Austin Hospital, Heidelberg VIC 3084

### Department of General Practice

First name, Last name, the University of Melbourne, Melbourne Medical School, Department, Address

- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School, Department of General Practice, Parkville, VIC 3010



### Department of Medical Education

First name, Last name, the University of Melbourne, Melbourne Medical School,  
Department, Precinct, Address,

- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School, Department of Medical Education, Royal Melbourne Hospital Clinical School, Parkville, VIC 3010

### Department of Medicine & Radiology

First name, Last name, the University of Melbourne, Melbourne Medical School,  
Department, Hospital, Address

- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School, Department of Medicine and Radiology, Northern Health, Northern Hospital, Epping VIC 3076

### Department of Obstetrics & Gynaecology

First name, Last name, the University of Melbourne, Melbourne Medical School,  
Department, Hospital, Address

- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School, Department of Obstetrics and Gynaecology, Mercy Hospital for Women, Heidelberg VIC 3084
- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School, Department of Obstetrics and Gynaecology, Royal Women's Hospital, Parkville VIC 3052

### Department of Paediatrics

First name, Last name, the University of Melbourne, Melbourne Medical School,  
Department, Hospital, Address

- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School, Department of Paediatrics, Royal Children's Hospital, Parkville VIC 3052

### Department of Psychiatry

First name, Last name, the University of Melbourne, School, Centre/Unit, Department,  
Address

- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School, Melbourne Neuropsychiatry Centre, Department of Psychiatry, Parkville VIC 3050



### Department of Rural Health

First name, Last name, the University of Melbourne, Melbourne Medical School,  
Department/Institute, City/Town, Address

- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School,  
Department of Rural Health, Shepparton, VIC 3632

### Department of Surgery

First name, Last name, the University of Melbourne, Melbourne Medical School,  
Department, Hospital, Address

Example: Joan Smyth, the University of Melbourne, Melbourne Medical School,  
Department of Surgery, Royal Melbourne Hospital, Parkville VIC 3050

### Royal Victorian Eye and Ear Hospital

First name, Last name, the University of Melbourne, Melbourne Medical School,  
Department, Hospital, Address

- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School,  
Ophthalmology, Department of Surgery, Royal Victorian Eye and Ear Hospital,  
Melbourne, VIC 3002
- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School,  
Otolaryngology, Department of Surgery, Royal Victorian Eye and Ear Hospital,  
Melbourne, VIC, 3002

### Anaesthesia, Perioperative and Pain Medicine Unit (APPMU)

First name, Last name, the University of Melbourne, Melbourne Medical School, Unit/Centre,  
Address

- Example: Joan Smyth, the University of Melbourne, Melbourne Medical School,  
Anaesthesia, Perioperative and Pain Medicine Unit (APPMU), Parkville VIC 3010