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- Corresponding author: mailing address, telephone number

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- Must be digital - hard copy submissions are not accepted

☐ **ABSTRACT AND KEYWORDS**
- See the section Article Types for word limits

☐ **REFERENCES**
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☐ **FIGURES AND TABLES**
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# MANUSCRIPT FORMAT

## Article Types

The following graph shows what types of articles are accepted for publication, and what requirement they may have.

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## General Guidelines

- You must submit a digital copy of your manuscript. Hard copy submissions are not accepted.
- Keep the format of your manuscript simple and clear. We will set your manuscript according to our style—do not try to “design” the document.
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MANUSCRIPT FORMAT continued

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- This journal adheres to a single-blinded peer-review policy. The title page should be included in the main document.
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See the section Article Types for word limits.

The abstract should briefly outline the content of the article and any conclusions it may reach. The keywords should be words a reader would be likely to use in searching for the content of the article.

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- References follow the article text. Insert a page break between the end of text and the start of references.
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- References should be styled per the following examples:

1. Citing a journal article:

2. Citing a chapter in a book:

3. Citing a book:
   Stryer L. Biochemistry. 2nd ed. San Francisco: WH Freeman; 1981:559–596

4. Citing a thesis:

5. Citing a government publication:

6. Citing an online article:

7. Citing a symposium article:
   Eisenberg J. Market forces and physician workforce reform: why they may not work. Paper presented at: Annual Meeting of the Association of American Medical Colleges; October 28, 1995; Washington, DC
Manuscript Format Continued

Figure Captions

- Figures include photographs or radiographs, drawings, graphs, bar charts, flow charts, and pathways, but NOT lists or tables.
- Figures must be cited sequentially in the text. Number all figures (and corresponding figure captions) sequentially in the order they are cited in the text.
- Figure captions should be written after the reference list. Insert a page break between the end of references and the start of figure captions.
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- Data given in tables should be commented on but not repeated in the text. Be sure that lists or columns of related data are composed in a word-processing program like the rest of the text.
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- Any abbreviations used in the table should be explained at the end of the table in a footnote.
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- Do not submit art created in Microsoft Excel, Word, or PowerPoint. These files cannot be used by the typesetter.
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