The Journal of Humanities in Rehabilitation

A creative exploration of the human experience of disability and healing

Author Initial Submission Guidelines

Thank you for your interest in *The Journal of Humanities in Rehabilitation*. Prior to submitting a piece, please review the following items to help prepare your submission. Incomplete submissions will not proceed to the peer review process.

We understand the importance of timely feedback for authors and are committed to conducting the peer review process as efficiently as possible, while maintaining the rigor and thoughtfulness that are hallmarks of our editorial standards.
Please know that we make every effort to ensure a timely review, though the process can occasionally take longer due to the availability of appropriate reviewers and the reflective nature of our editorial approach.

Our general timeline for submissions:

Confirmation of receipt - within 1 week
Internal Editorial Staff Initial Review - within 2 weeks
External Peer Review - within 4-6 weeks

If you have any questions or concerns (or if you have not heard from editorial staff within the time frame above), please reach out to the Editor-in-chief, Dr. Sarah Blanton at sblanto@emory.edu.

Instructions for Submission

1. Electronic files should be submitted via email to the Editor-in-chief, Dr. Sarah Blanton at JHRSUBMISSIONS@LISTSERV.CC.EMORY.EDU. Files should include:
    a. **Cover letter:** Please include who will be the corresponding author for the piece if more than one author is involved. The address, phone number and email address of corresponding author should be included.
    b. **Title Page**: Please include a title for your piece, the author(s) full name and highest academic degree if applicable, acknowledgement of financial support (including grant numbers) and any conflict of interest. ** If more than one author is listed, all authors must meet the following requirements: As stated in the Uniform Requirements (www.icmje.org), credit for authorship requires all 4 of the following: “Substantial contributions to: the

conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND Drafting the work or revising it critically for important intellectual content; AND Final approval of the version to be published; AND Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved." All 4 must be met. For each author listed on title page, please include how each individual contributed to the piece (concept development, design, supervision, data collection/processing, analysis, literature search, writing or critical review.)

c. **Blinded Manuscript Body or main submission piece:** Please refer to our specific submission guidelines at: https://scholarblogs.emory.edu/journalofhumanitiesinrehabilitation/submissionguidelines/. Please note, references should be listed in the order of appearance in the manuscript, by numerical superscripts that appear consecutively in the text, using AMA Manual of Style (10th Edition.)
d. **Any Images, Figures, and/or Tables:** Please cite in numerical sequence in the text and also include as separate documents. Images should be submitted as .jpeg or .png files, while figures or tables should be submitted as a Word document.
e. **Disclosure Form**: The ICMJE Form for Disclosure of Potential Conflicts of Interest must be submitted for each author at the time of original submission. Please follow this link to download and sign http://www.icmje.org/conflicts-of-interest/. Include as a separate electronic file in your submission.
    i. Please review JHR's Policy on Use of A.I. and the mandatory disclosure requirements.
f. **Completed Author Submission Checklist:** Please include the "Author Checklist for Initial Submission" which can be found here.

2. Please note, it is the responsibility of the author(s) to obtain permissions for the following scenarios:
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