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Please read the guidelines below then visit the Journal’s submission site http://mc.manuscriptcentral.com/qhr to upload your manuscript. Please note that manuscripts not conforming to these guidelines may be returned.

Only manuscripts of sufficient quality that meet the aims and scope of QHR will be reviewed.

As part of the submission process you will be required to warrant that you are submitting your original work, that you have the rights in the work, that you are submitting the work for first publication in the Journal and that it is not being considered for publication elsewhere and has not already been published elsewhere, and that you have obtained and can supply all necessary permissions for the reproduction of any copyright works not owned by you.
1. Article types

Each issue of QHR provides readers with a wealth of information — book reviews, commentaries on conceptual, theoretical, methodological and ethical issues pertaining to qualitative inquiry as well as articles covering research, theory and methods.

1.1 What types of articles will QHR accept?

QHR asks authors to make their own decision regarding the fit of their article to the journal. Do not send query letters regarding article fit.

- Read the Mission Statement on main QHR webpage.
- Search the QHR journal for articles that address your topic. Do we publish in your area of expertise?
- Ask these questions: Does it make a meaningful and strong contribution to qualitative health research literature? Is it original? Relevant? In depth? Insightful? Significant? Is it useful to reader and/or practitioner?
- Note the sections: General articles, critical reviews, articles addressing qualitative methods, commentaries on conceptual, theoretical, methodological, and ethical issues pertaining to qualitative inquiry.
- QHR accepts qualitative methods and qualitatively-driven mixed-methods, qualitative meta-analyses, and articles addressing all qualitative methods.
- QHR is a multi-disciplinary journal and accepts articles written from a variety of perspectives including: cross-cultural health, family medicine, health psychology, health social work, medical anthropology, medical sociology, nursing, pediatric health, physical education, public health, and rehabilitation.
- Articles in QHR provide an array of timely topics such as: experiencing illness, giving care, institutionalization, substance abuse, food, feeding and nutrition, living with disabilities, milestones and maturation, monitoring health, and children’s perspectives on health and illness.

Look Out for These Regular Special Features

**Pearls, Pith and Provocation:** This section fosters debate about significant issues, enhances communication of methodological advances and encourages the discussion of provocative ideas.

**Book Review Section:** *Qualitative Health Research* includes a book review section helping readers determine which publications will be most useful to them in practice, teaching and research.

**Mixed Methods:** This section includes qualitatively-driven mixed-methods research, and qualitative contributions to quantitative research.

**Advancing Qualitative Methods:** Qualitative inquiry that has used qualitative methods in an innovative way.

**Evidence of Practice:** Theoretical or empirical articles addressing research integration and the translation of qualitatively derived insights into clinical decision-making and health service policy planning.

**Ethics:** Quandaries or issues that are particular to qualitative inquiry are discussed.

**Teaching Matters:** Articles that promote and discuss issues related to the teaching of qualitative methods and methodology.
2. Editorial policies

2.1 Peer review policy
QHR strongly endorses the value and importance of peer review in scholarly journals publishing. All papers submitted to the journal will be subject to comment and external review. All manuscripts are initially reviewed by the Editors and only those papers that meet the scientific and editorial standards of the journal, and fit within the aims and scope of the journal, will be sent for outside review.

QHR adheres to a rigorous double-blind reviewing policy in which the identity of both the reviewer and author are always concealed from both parties. Ensure your manuscript does not contain any author identifying information. Please refer to the editorial on blinding found in the Nov 2014 issue: http://qhr.sagepub.com/content/24/11/1467.full.

QHR maintains a transparent review system, meaning that all reviews, once received, are then forwarded to the author(s) as well as to ALL reviewers.

Peer review takes an average of 6–8 weeks, depending on reviewer response.

2.2 Authorship
Papers should only be submitted for consideration once consent is given by all contributing authors. Those submitting papers should carefully check that all those whose work contributed to the paper are acknowledged as contributing authors.

The list of authors should include all those who can legitimately claim authorship. This is all authors who:

(i) Made a substantial contribution to the concept and design, acquisition of data or analysis and interpretation of data,
(ii) Drafted the article or revised it critically for important intellectual content,
(iii) Approved the version to be published.

Authors should meet the conditions of all of the points above. Each author should have participated sufficiently in the work to take public responsibility for appropriate portions of the content.

When a large, multicenter group has conducted the work, the group should identify the individuals who accept direct responsibility for the manuscript. These individuals should fully meet the criteria for authorship.

Acquisition of funding, collection of data, or general supervision of the research group alone does not constitute authorship, although all contributors who do not meet the criteria for authorship should be listed in the Acknowledgments section.

Please refer to the International Committee of Medical Journal Editors (ICMJE) authorship guidelines for more information on authorship.

2.3 Acknowledgements
All contributors who do not meet the criteria for authorship should be listed in an Acknowledgements section. Examples of those who might be acknowledged include a person who provided purely technical help, or a department chair who provided only general support.

2.3.1 Writing assistance
Individuals who provided writing assistance, e.g., from a specialist communications company, do not qualify as authors and should only be included in the Acknowledgements section. Authors must disclose any writing assistance — including the individual’s name, company and level of input — and identify the entity that paid for this assistance.

It is not necessary to disclose use of language polishing services.

Please supply any personal acknowledgements separately from the main text to facilitate anonymous peer review.
2.4 Funding
QHR requires all authors to acknowledge their funding in a consistent fashion under a separate heading. Please visit the Funding Acknowledgements page to confirm the format of the acknowledgement text in the event of funding. Otherwise, state that: This research received no specific grant from any funding agency in the public, commercial, or not-for-profit sectors.

2.5 Declaration of conflicting interests
It is the policy of QHR to require a declaration of conflicting interests from all authors enabling a statement to be carried within the paginated pages of all published articles. Please ensure that a “Declaration of Conflicting Interests” statement is included at the end of your manuscript, after any acknowledgements and prior to the references. If no conflict exists, please state that “The Author(s) declare(s) that there is no conflict of interest.”

For guidance on conflict of interest statements, please see the ICMJE recommendations here.

2.6 Research ethics and patient consent
Medical research involving human subjects must be conducted according to the World Medical Association Declaration of Helsinki.

Submitted manuscripts should conform to the ICMJE Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals, and all papers reporting animal and/or human studies must state in the methods section that the relevant Ethics Committee or Institutional Review Board provided (or waived) approval. Please ensure that you have provided the full name and institution of the review committee, in addition to the approval number.

For research articles, authors are also required to state in the methods section whether participants provided informed consent and whether the consent was written or verbal.

In terms of patient privacy, authors are required to follow the ICMJE Recommendations for the Protection of Research Participants. Patients have a right to privacy that should not be infringed without informed consent. Identifying information, including patients’ names, initials, or hospital numbers, should not be published in written descriptions, photographs, and pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) gives written informed consent for publication. Informed consent for this purpose requires that a patient who is identifiable be shown the manuscript to be published. Participant descriptors should not be listed individually. Because qualitative research is descriptive, it is recommended that participant quotations not be linked to identifiers in the manuscript.

2.7 Clinical trials
QHR conforms to the ICMJE requirement that clinical trials are registered in a WHO-approved public trials registry at or before the time of first patient enrolment as a condition of consideration for publication. The trial registry name and URL, and registration number must be included at the end of the abstract.

2.8 Reporting guidelines
The relevant EQUATOR Network reporting guidelines should be followed depending on the type of study. For example, all randomized controlled trials submitted for publication should include a completed Consolidated Standards of Reporting Trials (CONSORT) flow chart as a cited figure, and a completed CONSORT checklist as a supplementary file.

Other resources can be found at NLM’s Research Reporting Guidelines and Initiatives.
2.9 Data
SAGE acknowledges the importance of research data availability as an integral part of the research and verification process for academic journal articles.

QHR requests all authors submitting any primary data used in their research articles alongside their article submissions to be published in the online version of the journal, or provide detailed information in their articles on how the data can be obtained. This information should include links to third-party data repositories or detailed contact information for third-party data sources. Data available only on an author-maintained website will need to be loaded onto either the journal’s platform or a third-party platform to ensure continuing accessibility. Examples of data types include but are not limited to statistical data files, replication code, text files, audio files, images, videos, appendices, and additional charts and graphs necessary to understand the original research. [The editor(s) may consider limited embargoes on proprietary data.] The editor(s) [can/will] also grant exceptions for data that cannot legally or ethically be released. All data submitted should comply with Institutional or Ethical Review Board requirements and applicable government regulations. For further information, please contact the editorial office at vshannonqhr@gmail.com.

3. Publishing Policies

3.1 Publication ethics
SAGE is committed to upholding the integrity of the academic record. We encourage authors to refer to the Committee on Publication Ethics’ International Standards for Authors and view the Publication Ethics page on the SAGE Author Gateway.

3.1.1 Plagiarism
QHR and SAGE take issues of copyright infringement, plagiarism or other breaches of best practice in publication very seriously. We seek to protect the rights of our authors and we always investigate claims of plagiarism or misuse of articles published in the journal. Equally, we seek to protect the reputation of the journal against malpractice. Submitted articles may be checked using duplication-checking software. Where an article is found to have plagiarized other work, or included third-party copyright material without permission, or with insufficient acknowledgement, or where authorship of the article is contested, we reserve the right to take action including, but not limited to: publishing an erratum or corrigendum (correction); retracting the article (removing it from the journal); taking up the matter with the head of department or dean of the author’s institution and/or relevant academic bodies or societies; banning the author from publication in the journal or all SAGE journals, or appropriate legal action.

3.2 Contributor’s publishing agreement
Before publication, SAGE requires the author as the rights holder to sign a Journal Contributor’s Publishing Agreement. SAGE’s Journal Contributor’s Publishing Agreement is an exclusive license agreement which means that the author retains copyright in the work but grants SAGE the sole and exclusive right and license to publish for the full legal term of copyright. Exceptions may exist where an assignment of copyright is required or preferred by a proprietor other than SAGE. In this case copyright in the work will be assigned from the author to the society. For more information please visit our Frequently Asked Questions on the SAGE Journal Author Gateway.

3.3 Open access and author archiving
QHR offers optional open access publishing via the SAGE Choice program. For more information please visit the SAGE Choice website. For information on funding body compliance, and depositing your article in repositories, please visit SAGE Publishing Policies on our Journal Author Gateway.
3.4 Permissions
Authors are responsible for obtaining permission from copyright holders for reproducing any illustrations, tables, figures or lengthy quotations previously published elsewhere. For further information including guidance on fair dealing for criticism and review, please visit our Frequently Asked Questions on the SAGE Journal Author Gateway.

4. Preparing your manuscript

4.1 Article Format (see previously published articles in QHR for style):
- **Title page:** Title should be succinct; list all authors and their affiliation; keywords. Please upload the title page separately from the main document.
- **Blinding:** Do not include any author identifying information in your manuscript, including author’s own citations. Do not include acknowledgements until your article is accepted and unblinded.
- **Abstract:** Unstructured, 150 words. This should be the first page of the main manuscript, and it should be on its own page.
- **Length:** QHR does not have a word or page count limit. Manuscripts should be as tight as possible, preferably less than 30 pages including references. Longer manuscripts, if exceptional, will be considered.
- **Methods:** QHR readership is sophisticated; excessive details not required.
- **Ethics:** Include a statement of IRB approval and participant consent. Present demographics as a group, not listed as individuals. Do not link quotations to particular individuals unless essential (as in case studies) as this threatens anonymity.
- **Results:** Rich and descriptive; theoretical; linked to practice if possible.
- **Discussion:** Link your findings with research and theory in literature, including other geographical areas and quantitative research.
- **References:** APA format. Use pertinent references only. References should be on a separate page.

Additional Editor’s Preferences:
- Please do not refer to your manuscript as a “paper;” you are submitting an “article.”
- The word “data” is plural.

4.2 Word processing formats
Preferred formats for the text and tables of your manuscript are Word DOC or PDF. The text should be double-spaced throughout with standard 1 inch margins (APA formatting). Text should be standard font (i.e., Times New Roman) 12 point.

4.3 Artwork, figures and other graphics
- Figures: Should clarify text.
- Include figures, charts, and tables created in MS Word in the main text rather than at the end of the document.
- Figures, tables, and other files created outside of Word should be submitted separately. Indicate where table should be inserted within manuscript (i.e., INSERT TABLE 1 HERE).
- Photographs: Should have permission to reprint and faces should be concealed using mosaic patches – unless permission has been given by the individual to use their identity. This permission must be forwarded to QHR’s Managing Editor.
  - TIFF, JPED, or common picture formats accepted. The preferred format for graphs and line art is EPS.
  - Resolution: Rasterized based files (i.e. with .tiff or .jpeg extension) require a resolution of at least 300 dpi (dots per inch). Line art should be supplied with a minimum resolution of 800 dpi.
  - Dimension: Check that the artworks supplied match or exceed the dimensions of the journal. Images cannot be scaled up after origination.
- Figures supplied in color will appear in color online regardless of whether or not these illustrations are reproduced in color in the printed version. For specifically requested color reproduction in print, you will receive information regarding the costs from SAGE after receipt of your accepted article.
4.4 Supplementary material
This journal is able to host additional materials online (e.g., datasets, podcasts, videos, images, etc.) alongside the full-text of the article. These will be subjected to peer-review alongside the article.

Supplementary files will be uploaded as supplied. They will not be checked for accuracy, copyedited, typeset or proofread. The responsibility for scientific accuracy and file functionality remains with the author(s). SAGE will only publish supplementary material subject to full copyright clearance. This means that if the content of the file is not original to the author, then the author will be responsible for clearing all permissions prior to publication. The author will be required to provide copies of permissions and details of the correct copyright acknowledgement.

4.5 Journal layout
In general, QHR adheres to the guidelines contained in the Publication Manual of the American Psychological Association ["APA"], 6th edition (ISBN 10:1-4338-0561-8, softcover; ISBN 10:1-4338-0559-6, hardcover; 10:1-4338-0562, spiral bound), with regard to manuscript preparation and formatting. These guidelines are referred to as the APA Publication Manual, or just APA. Additional help may be found online at http://www.apa.org/, or search the Internet for “APA format.”

4.6 Reference style
QHR adheres to the APA reference style. Click here to review the guidelines on APA to ensure your manuscript conforms to this reference style.

4.7 English language editing services
Articles must be professionally edited; this is the responsibility of the author. Authors seeking assistance with English language editing, translation, or figure and manuscript formatting to fit the journal’s specifications should consider using SAGE’s Language Services.

4.8 Review Criteria
Before submitting the manuscript, authors should have their manuscript pre-reviewed using the following QHR criteria:

1. Importance of submission: Does it make a meaningful and strong contribution to qualitative health research literature? Is it original? Relevant? In depth? Insightful? Significant? Is it useful to reader and/or practitioner?

2. Theoretical orientation and evaluation: Is it theoretically clear and coherent? Is there logical progression throughout?


4. Ethical Concerns (Including IRB approval and consent):

5. Data analysis and findings: Does the analysis of data reflect depth and coherence? In-depth descriptive and interpretive dimensions? Creative and insightful analysis? Linked with theory? Relevant to practice/discipline?

6. Data analysis and findings: Does the analysis of data reflect depth and coherence? In-depth descriptive and interpretive dimensions? Creative and insightful analysis? Linked with theory?
7. Discussion: Results linked to literature? Contribution of research clear? Relevant to practice/discipline?

8. Manuscript style and format: Please evaluate writing style: Length (as short as possible), organization, clarity, grammar, appropriate citations, etc.; presentation of diagrams/illustrations?

5. Submitting your manuscript

5.1 How to submit your manuscript
QHR is hosted on SAGE Track, a web-based online submission and peer review system powered by ScholarOne Manuscripts. Visit http://mc.manuscriptcentral.com/qhr to login and submit your article online. Each component of the manuscript is uploaded separately: Title page, main document, tables, figures, supplemental material.

IMPORTANT: Please check whether you already have an account in the system before trying to create a new one. If you have reviewed or authored for the journal in the past year it is likely that you will have had an account created. For further guidance on submitting your manuscript online please visit ScholarOne.

5.2 Title, keywords and abstracts
Please supply a title, short title, an abstract and keywords to accompany your article. The title, keywords and abstract are key to ensuring readers find your article online through online search engines such as Google. Please refer to the information and guidance on How to Help Readers Find Your Article in the SAGE Journal Author Gateway on how best to title your article, write your abstract and select your keywords.

5.3 Corresponding author contact details
Provide full contact details of the corresponding author including email, mailing address and phone number. Academic affiliations are required for all co-authors. Present these details on the title page, separate from the article main text, to facilitate anonymous peer review.

6. On acceptance and publication

6.1 Fees
There are no fees to submit or publish, unless an author chooses to publish with open-access. See “Open Access and SAGE Choice” below. Fees for color reproduction of figures in print may also apply.

6.2 SAGE Production
Your SAGE Production Editor will keep you informed as to your article’s progress throughout the production process. Proofs will be sent by PDF to the corresponding author to make final corrections and should be returned promptly.

6.3 Access to your published article
SAGE provides authors with online access to their final article. There is no set time frame when an article will be assigned to an issue.

6.4 OnlineFirst publication
OnlineFirst allows final revision articles (completed article in queue for assignment to an upcoming issue) to be published online prior to their inclusion in a final print journal issue, which significantly reduces the lead time between submission and publication. Articles published OnlineFirst are assigned a DOI number, but no volume/issue/page number information. Articles will be searchable in PubMed but the citation will not appear with volume/page number information until officially published in an issue. For more information, please visit our OnlineFirst Fact Sheet.
6.5 Open Access and SAGE Choice
Articles accepted in QHR have the option to be published as open access after payment of an article processing charge (APC) paid by either the funder or author. Authors wishing to publish open access should contact openaccess@sagepub.com to make the request. Read SAGE Choice FAQs here.

7. Further information

Any correspondence, queries or additional requests for information on the manuscript submission process should be sent to the QHR editorial office as follows:

Vanessa Shannon, Managing Editor, vshannonqhr@gmail.com