

HAND INSTRUCTIONS FOR AUTHORS

HAND is an internationally peer-reviewed journal that publishes articles written by clinicians and researchers detailing current research and clinical work in the field of hand surgery. Combining multidisciplinary expertise from surgical, medical, hand therapy, and other health care professional specialties, *HAND* publishes original clinical and basic science articles, comprehensive critical reviews and unique case reports related to the management of pathologies in the hand and upper extremity. This journal is a member of the **Committee on Publication Ethics**.

HAND is the publication and official journal of the **American Association for Hand Surgery**, the official English language journal of the **Asociación Argentina de Cirugía de la Mano**, the official journal of the **Romanian Society for Surgery of the Hand**, and the official journal of the **Brazilian Society of Hand Surgery**.

Submission of all items to HAND must be completed electronically via [SageTrack](#).

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MANUSCRIPTS ACCEPTED TO *HAND*

HAND accepts manuscripts in each of the following categories related to the management of pathologies in the hand and upper extremity.

- Original clinical and basic science research articles
- Comprehensive critical reviews
- Case reports
- Letter to the Editor
- Commentary
- Multimedia articles

Manuscripts containing original material are accepted for consideration if neither the article nor any part of its essential substance, tables, or figures has been or will be published or submitted elsewhere before appearing in the Journal (in part or in full, in other words or in the same words, in English or in another language), and will not be submitted elsewhere unless rejected by the Journal or withdrawn by the author. If an author violates this requirement or engages in similar misconduct, the Journal's Editorial Board may reject the manuscript or impose a moratorium on acceptance of new manuscripts from the author. If it deems the misconduct sufficiently serious, the Editorial Board can refer the matter for investigation to the author's academic institution or hospital, to the appropriate state or local disciplinary body, and/or to the Ethics Committee of the society and publisher.

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WHAT TO EXPECT AFTER YOU SUBMIT A MANUSCRIPT TO *HAND*

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Manuscripts are accepted for consideration on the condition that they are contributed solely to *HAND*. No substantial part of a paper (except for a scientific abstract or poster) may have been published elsewhere. All work must be original to the author. Receipt of your manuscript by the journal will be acknowledged through the online SAGE Track site and a decision regarding its status made as soon as possible. All manuscripts are subject to editorial review. Manuscripts will be initially reviewed by the Editor-in-Chief or an Associate Editor. Some manuscripts that are deemed inappropriate for the journal or very low priority by the editorial staff may be returned without review. If eligible for publication, the manuscript will be reviewed by 2 or more external reviewers with the final decision made by the Editor-in-Chief. *HAND* follows double-anonymized peer review, where the author and reviewer identities are concealed.

ETHICAL RESPONSIBILITIES OF AUTHORS

This journal is committed to upholding the integrity of the scientific record. As a member of the Committee on Publication Ethics (COPE) the journal will follow the COPE guidelines on how to deal with potential acts of misconduct.

Authors should refrain from misrepresenting research results which could damage the trust in the journal and ultimately the entire scientific endeavor. Maintaining integrity of the research and its presentation can be achieved by following the rules of good scientific practice, which includes:

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- A single study is not split up into several parts to increase the quantity of submissions and submitted to various journals or to one journal over time (e.g. “salami-publishing”).
- No data have been fabricated or manipulated (including images) to support your conclusions
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- Consent to submit has been received from all co-authors and responsible authorities at the institute/organization where the work has been carried out before the work is submitted.
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 - made a substantial contribution to the concept and design, acquisition of data or analysis and interpretation of data,
 - drafted the article or revised it critically for important intellectual content,
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The manuscript must be organized in the order indicated below.

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- (3) editor(s), if any
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- (5) city of publication
- (6) publisher

(7) year published

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Reference to supplemental material should be made in the main text of the paper (e.g. Supplemental Material, Supplemental Figure S1, Supplemental Table S1, Supplemental Video), and their legends/titles should be labeled in the same way. Supplemental Materials should be submitted in the final format for publication because Supplemental Materials are not typeset or edited by SAGE and **are not provided to the author for review** with the page proofs. Figure size and formatting are as described above.

Any text that acts as Supplemental Material should be submitted separately as a Word doc or pdf and labeled "Supplemental Material." Supplemental figures legends should be grouped and submitted as a separate Word doc or pdf. Any Supplemental tables must each fit on one page; larger tables should be divided. Supplemental tables should be single-spaced and may include borders as needed for clarity, and the layout provided should be in the final form for publication.

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SAGE will not host codec files, or be responsible for supporting video supplementary material, where the codec used is non-standard.

ARTICLE TYPES – DESCRIPTIONS, LENGTH, FORMATTING

Original Manuscript

Description	Report of research conducted to increase the body of knowledge of a particular area of concern in hand or upper extremity injuries.	
Number of words/tables/figures	<ol style="list-style-type: none"> 1. Should not exceed 3500 word limit (excluding Abstract and References) 2. Submitted in an editable Word document 3. Contain continuous line numbering and page numbers, double-spaced 4. No more than 7 figures or tables. (Any figures beyond 7 should be designated as Supplemental Material) 	
Title Page	<ol style="list-style-type: none"> 1. Title of the article 2. Author list. Include first and last names for each contributing author [first name, middle initial(s), surname, degree(s)]. <i>Please ensure the accuracy of the author order, spelling, and appearance of all author names.</i> 3. For all contributing authors, indicate the departmental and institutional affiliation(s) for each author 4. Corresponding Author must provide up-to-date email address and the complete mailing address (including the city, state or province, and country) where the work was performed 5. At the bottom, indicate any Acknowledgments of Grant Support or other Acknowledgements 	
Manuscript Format	<ol style="list-style-type: none"> 1. Structured Abstract 2. Introduction 3. Methods 4. Results 5. Discussions 	<ol style="list-style-type: none"> 6. Conclusions 7. Statements 8. References (not to exceed 40) 9. Figure(s)
Peer Review	Initial review by the Editor-in-Chief or an Associate Editor. Some manuscripts that are deemed inappropriate for the journal or very low priority by the editorial staff may be returned without review. If eligible for publication, the manuscript will be reviewed by 2 or more external reviewers with the final decision made by the Editor-in-Chief.	

Comprehensive Critical Reviews

Description	A thorough review of the literature presenting new relevant information to the areas of hand and upper extremity injuries.
Number of words/tables/figures	<ol style="list-style-type: none"> 1. Should not exceed 3500 word limit (excluding Abstract and References) 2. Submitted in an editable Word document 3. Contain continuous line numbering and page numbers, double-spaced

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Title Page	<ol style="list-style-type: none"> Title of the article Author list. Include first and last names for each contributing author [first name, middle initial(s), surname, degree(s)]. <i>Please ensure the accuracy of the author order, spelling, and appearance of all author names</i> For all contributing authors, indicate the departmental and institutional affiliation(s) for each author Corresponding Author must provide up-to-date email address and the complete mailing address (including the city, state or province, and country) where the work was performed At the bottom, indicate any Acknowledgments of Grant Support or other Acknowledgements 		
Manuscript Format	<table border="1"> <tr> <td> <ol style="list-style-type: none"> Abstract Introduction Methods Results Discussions </td> <td> <ol style="list-style-type: none"> Conclusions Statements References (not to exceed 40) Figure(s) </td> </tr> </table>	<ol style="list-style-type: none"> Abstract Introduction Methods Results Discussions 	<ol style="list-style-type: none"> Conclusions Statements References (not to exceed 40) Figure(s)
<ol style="list-style-type: none"> Abstract Introduction Methods Results Discussions 	<ol style="list-style-type: none"> Conclusions Statements References (not to exceed 40) Figure(s) 		
Peer Review	Initial review by the Editor-in-Chief or an Associate Editor. Some manuscripts that are deemed inappropriate for the journal or very low priority by the editorial staff may be returned without review. If eligible for publication, the manuscript will be reviewed by 2 or more external reviewers with the final decision made by the Editor-in-Chief.		

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Description	The presentation of a case that describes the signs, symptoms, diagnosis, treatment and follow-up of a patient. Case reports should be unique in nature and provide readers with educational insights and value.
Number of words/tables/figures	<ol style="list-style-type: none"> Should not exceed 2000 word limit (excluding Abstract and References) Submitted in an editable Word document Contain continuous line numbering and page numbers, double-spaced No more than 7 figures or tables
Title Page	<ol style="list-style-type: none"> Title of the article Author list. Include first and last names for each contributing author [first name, middle initial(s), surname, degree(s)]. <i>Please ensure the accuracy of the author order, spelling, and appearance of all author names</i> For all contributing authors, indicate the departmental and institutional affiliation(s) for each author Corresponding Author must provide up-to-date email address and the complete mailing address (including the city, state or province, and country) where the work was performed

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Manuscript Format	1. Abstract 2. Introduction 3. Methods 4. Results 5. Discussions	6. Conclusions 7. Statements 8. References (not to exceed 20) 9. Figure(s)
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Letter to the Editor

Description	Comments on a published manuscript to expand on or clarify a particular subject of interest.
Number of words/tables/figures	<ul style="list-style-type: none"> • Should not exceed 500 word limit (excluding References) • Submitted in an editable Word document • Contain continuous line numbering and page numbers, double-spaced • No more than 2 figures or tables.
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