**Healthcare Management Forum - Author Information**

**INTRODUCTION**

This Journal is a member of the Committee on Publication Ethics.

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Only manuscripts of sufficient quality that meet the aims and scope of Healthcare Management Forum will be reviewed.

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If your paper is accepted, you must include a link on your preprint to the final version of your paper.

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1. What do we publish?

1.1 Aims & Scope
Before submitting your manuscript to Healthcare Management Forum, please ensure you have read the Aims & Scope:

*Healthcare Management Forum* is the official peer-reviewed journal of the Canadian College of Health Leaders. It is published on-line-only, six times a year and is circulated to approximately 3,000 health leaders who work in a variety of environments including (but not limited to) medical companies, health authorities, multi-level care facilities, hospitals, public and private health agencies, health charities, the Canadian military and all levels of the Canadian government. It is also available in universities and libraries throughout Canada, the United States and overseas. The journal publishes articles on leading practices related to health leadership. This includes recent research, new technology and professional practices from health leaders' perspectives.

1.2 Article types
Original articles should not exceed 2,500 words (excluding abstracts, references and tables). Methodology sections should be as short as necessary, while presenting the basic information necessary to enable the reader to understand the steps taken. The number of tables, graphs and figures (or a combination of all three) should not exceed three, for a 2,500 word article. Conversely, if long sections of descriptive text can be categorized and synthesized in a table or graph, this should be done. In addition, only those references essential to the integrity of the paper should be listed. If appropriate, authors should make complete methodology sections and lists of references available to readers on request. Manuscripts that do not meet these specifications will be returned to the author for appropriate revisions prior to being sent out for peer review.

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(ii) Drafted the article or revised it critically for important intellectual content,
(iii) Approved the version to be published,
(iv) Each author should have participated sufficiently in the work to take public responsibility for appropriate portions of the content.

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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 CONSORT flow chart as a cited figure and the completed CONSORT checklist should be uploaded with your submission as a supplementary file. Systematic reviews and meta-analyses should include the completed PRISMA flow chart as a cited figure and the completed PRISMA checklist should be uploaded with your submission as a supplementary file. The EQUATOR wizard can help you identify the appropriate guideline.

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3. Publishing Policies

3.1 Publication ethics
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List: Number the references in the list in the order in which they appear in the text. Include up to six authors. If there are more than six, include the first six followed by "et al."

Examples:

Reference to a journal publication:

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