Manuscript Submission Guidelines: *Medical Care Research and Review*

This Journal is a member of the Committee on Publication Ethics
This Journal recommends that authors follow the Uniform Requirements for Manuscripts Submitted to Biomedical Journals formulated by the International Committee of Medical Journal Editors (ICMJE)

Please read the guidelines below then visit the Journal's submission site https://mc.manuscriptcentral.com/mcrr to upload your manuscript. Please note that manuscripts not conforming to these guidelines may be returned. Remember you can log in to the submission site at any time to check on the progress of your paper through the peer review process.

Only manuscripts of sufficient quality that meet the aims and scope of *Medical Care Research and Review* will be reviewed.

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1. Article types

Medical Care Research and Review publishes peer-reviewed articles that focus on: (1) syntheses of empirical and theoretical research on health services; (2) empirical health services and health policy research; and (3) data and trends articles that examine new data sources or new measures that inform health services research and health policy audiences. All three categories of articles examine a broad range of health services issues including organization, financing, patient safety and quality of care, access to care, health care disparities, and insurance coverage trends.

The mission of *Medical Care Research and Review* is to provide essential information about the field of health services to researchers, policymakers, managers, and practitioners. *Medical Care Research and Review* seeks three kinds of manuscripts:

Article Type	Description	Requirements
Review Articles	On particular research or policy topics that comprehensively synthesize relevant theoretical and empirical literature across several disciplines. Discussion of a specific conceptual framework that underlies the analysis or is used to synthesize and critique prior research on a given topic. For advice on writing a review article according to MCRR standards, click here. For an example of a well-written review article, read the *MCRR* 2010 Best Article of the Year Award winner here.	• ≤40 pages (double-spaced, 12-point type, 1-inch margins including tables, figures, and references) • A short section titled "New Contribution," following the Introduction, which highlights how the research provides new insights above and beyond existing studies in the area • Specifically identify research questions under study and explain why the questions are of interest to health services researchers, policymakers, managers, and/or practitioners
Empirical Research Articles	Methodologically rigorous empirical research that significantly advances previous knowledge. Discussion of a specific conceptual framework that underlies the analysis or is used to synthesize and critique prior research on a given topic.	• ≤30 pages (double-spaced, 12-point type, 1-inch margins including tables, figures, and references) • A short section titled "New Contribution," following the Introduction, which highlights how the research provides new insights above and beyond existing studies in the area

		• Specifically identify research questions under study and explain why the questions are of interest to health services researchers, policymakers, managers, and/or practitioners
Data and Trends	Present new data and trends in the health care area or help us better understand how data can be used by the field.	• ≤20 pages (double-spaced, 12-point type, 1-inch margins including tables, figures, and references) • A short section titled "New Contribution," following the Introduction, which highlights how the research provides new insights above and beyond existing studies in the area

2. Editorial policies

2.1 Peer review policy

Medical Care Research and Review operates a strictly blinded peer review process in which the reviewer's name is withheld from the author and, the author's name from the reviewer. Reviewers may at their discretion opt to reveal their names to the author in their review, but our standard policy and practice is for both identities to remain concealed.

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 those 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, writing assistance, or a department chair who provided only general support. Authors should disclose whether they had any writing assistance and identify the entity that paid for this assistance.

Please supply your acknowledgements section separately to the main text to facilitate anonymous peer review.

2.3.1 Writing assistance
Individuals who provided writing assistance, e.g. from a specialist communications company, do not qualify as authors and so should 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.

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2.5 Declaration of conflicting interests
It is the policy of *Medical Care Research and Review* 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.

Information on informed consent to report individual cases or case series should be included in the manuscript text. A statement is required regarding whether written informed consent for patient information and images to be published was provided by the patient(s) or a legally authorized representative. Please do not submit the patient's actual written informed consent with your article, as this in itself breaches the patient's confidentiality. The Journal requests that you confirm to us, in writing, that you have obtained written informed consent but the written consent itself should be held by the authors/investigators themselves, for example in a patient's hospital record. The confirmatory letter may be uploaded with your submission as a separate file.

Please also refer to the [ICMJE Recommendations for the Protection of Research Participants](#).

2.7 Clinical trials
Medical Care Research and Review 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 Research Data
At SAGE we are committed to facilitating openness, transparency and reproducibility of research. *Medical Care Research and Review* **expects** authors to share their research data in a suitable public repository. This is subject to ethical considerations and in such cases the journal editor may grant an exception and authors should contact the journal editorial office. Authors are also required to include a data accessibility statement in their manuscript file, indicating if data is present or absent, and to follow data citation principles. For more information please visit the SAGE Author Gateway, which includes information about SAGE's partnership with the data repository Figshare.

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
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4. Preparing your manuscript

4.1 Word processing formats

Preferred formats for the text and tables of your manuscript are Word DOC, RTF, XLS. LaTeX files are also accepted. The text should be double-spaced, 12-point type with 1-inch margins. Text should be standard 10 or 12 point. Word and (La)Tex templates are available on the Manuscript Submission Guidelines page of our Author Gateway.

4.2 Artwork, figures and other graphics

For guidance on the preparation of illustrations, pictures and graphs in electronic format, please visit SAGE's Manuscript Submission Guidelines

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.

4.3 Identifiable Information

Where a journal uses double-blind peer review, authors are required to submit:

1. A **version of the manuscript** which has had any information that compromises the anonymity of the author(s) removed or anonymized. This version **will** be sent to the peer reviewers.
2. A **separate title page** which includes any removed or anonymized material. This **will not** be sent to the peer reviewers.

See https://sagepub.com/Manuscript-preparation-for-double-blind-journal for detailed guidance on making any anonymous submission.

4.4 Supplemental 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. For more information please refer to our guidelines on submitting supplemental files, which can be found within our Manuscript Submission Guidelines page.

4.5 Journal layout

Authors are encouraged to submit any clarifying information with their manuscripts if they believe it would help in the review process. Examples include previous manuscripts that provide more detail on the data or methods used, copies of survey instruments used, and so forth. The manuscript itself must still contain sufficient information on its methods for reviewers to assess its validity, however.

Include an abstract of no more than 150 words. Endnotes and references should follow the text, with tables and figures following on separate pages. To facilitate anonymous review, the name, affiliation, mailing address, phone and fax numbers, and e-mail address of each author should appear in a separate title page that is not included in the main document of a submitted paper. Please also list four to six keywords and any acknowledgments on the title page.

Prepare manuscripts according to the Publication Manual of the American Psychological Association, 5th edition (APA). Double-space all material, including the abstract, endnotes, references, quotations, appendixes, and tables. Do not use bold or italic type; indicate italics by underlining. Each table and figure should appear at the end of the document file, grouped together after the reference section. Except for size, all figures will appear as submitted; they must be camera-ready. Please do not submit glossies. Written permission must be obtained from the copyright holder for all quotations of more than 500 words from any one academic source, for any tables and/or figures taken from a source in which you do not hold the copyright, and for all quotations of any length from newspapers, radio and television broadcasts, magazines, movies, songs, or poems.

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Medical Care Research and Review adheres to the APA reference style. Click here to review the guidelines on APA to ensure your manuscript conforms to this reference style.

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be the institution where the research was conducted. If an author has moved to a new institution since completing the research, the new affiliation can be included in a manuscript note at the end of the paper. At this stage please ensure you have included all the required statements and declarations and uploaded any additional supplementary files (including reporting guidelines where relevant).

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5.4 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 best to title your article, write your abstract and select your keywords by visiting the SAGE Journal Author Gateway for guidelines on How to Help Readers Find Your Article Online.

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Provide full contact details for the corresponding author including email, mailing address and telephone numbers. Academic affiliations are required for all co-authors. These details should be presented separately to the main text of the article to facilitate anonymous peer review.

6. On acceptance and publication

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7. Further information

Any correspondence, queries or additional requests for information on the manuscript submission process should be sent to the *Medical Care Research and Review* editorial office as follows:

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