

Author Submission Guidelines

The *Journal of Healthcare Risk Management* (JHRM) is published quarterly by the American Society for Health Care Risk Management (ASHRM). The purpose of the Journal is to publish original research, trends, and new developments in the field of health care risk management with the ultimate goal of advancing safe and trusted patient-centered healthcare delivery and promoting proactive and innovative management of organization-wide risk. The Journal is distributed to approximately 6,000 members of ASHRM.

The *Journal of Healthcare Risk Management* seeks articles that will help risk professionals improve their professional performance. The Journal focuses on insightful, peer-reviewed content that relates to patient safety, insurance, legal, leadership, and other timely healthcare risk management issues.

Topic Areas

- Patient safety
- Risk financing/insurance
- Enterprise risk management
- Leadership
- Health care risk management
- Ethics in patient care
- Health information management
- Organizational staffing
- Emergency management
- Occupational and environmental health
- Performance improvement
- Crisis management
- Medication safety
- Risk management information systems

Manuscript Submission guidelines.

Manuscripts should be double-spaced, excluding references, charts and figures, and must:

- Submissions must be original work and not previously published, or under consideration for publication elsewhere.
- Include an abstract and brief author bios
- Address issues specifically for health care risk professionals
- Present new information or add a new viewpoint to existing literature
- Be research-based or process-based
- Be technically accurate
- Ideally be 3,500 to 7,000 words in length
- Adhere to American Medical Association (AMA) style guidelines

Although the Journal accepts complete articles for review, authors also are encouraged to submit a brief abstract and outline describing the subject and purpose of the article. (If you have written an article, you may submit the manuscript in addition to an abstract). All new submissions need to be sent via Wiley's Research Exchange submission portal: <https://wiley.atyponrex.com/journal/JHRM>

Citing of References

All references and statements of fact should adhere to American Medical Association (AMA) style and be listed numerically, in order of appearance, at the end of every article. In the text, citations should be numbered consecutively by the corresponding number in parentheses. Abbreviations of journal titles should follow those used in Index Medicus.

References should conform to the following style:

Journal Articles: 1. Brennan TA, Leape LL, Laird N, Hebert L, Localio AR, Lawthers AG. Incidence of adverse events and negligence in hospitalized patients: Results of the Harvard Medical Practice Study I. *N Engl J Med*. 1991;324:377-384.

Books: 2. Aspden P, Corrigan JM, Wolcott J, Erickson SM. *Patient safety: Achieving a new standard of care*. Washington, DC: National Academies Press; 2004.

Journal Articles on the Internet: 3. Wilson JS, Miller JB, O'Neil MW. Crossing the quality chasm: A new health system for the 21st century. *Am Psychol*. 1992;48(6):650-672.

<http://www.aopa.org/journals/wilson.html>. Accessed April 12, 2002.

Review/Publication Process

All manuscripts undergo a thorough review process, and the ASHRM Journal Editorial Board does not guarantee that a submission will be published. During this process, all authors are obliged to refrain from distributing their submission to others.

The submission will be reviewed by members of the ASHRM JHRM Editorial Review Board (also members of ASHRM). Following review, the author(s) will be advised of the Board's decision. If an abstract is approved, the author(s) will be asked to submit an entire manuscript for review, if not previously submitted.

Following initial evaluation, the author(s) may be asked to revise the manuscript. The Editorial Review Board will review the submission and may offer suggestions to help authors focus on the needs and interests of readers. All manuscripts accepted for publication in the Journal are subject to review and editing by the Editorial Review Board and the publisher (John Wiley & Sons, Inc.).

Early View

The Journal of Healthcare Risk Management (JHRM) is covered by Wiley's Early View service. Early View articles are complete full-text articles published online in advance of their publication in a printed issue. Articles are therefore available as soon as they are ready, rather than having to wait for the next scheduled print issue. Early View articles are complete and final. They have been fully reviewed, revised and edited for publication, and the authors' final corrections have been incorporated. Because they are in final form, no changes can be made after online publication. The nature of Early View articles means that they do not yet have volume, issue or page numbers, so Early View articles cannot be cited in the traditional way. They are therefore given a Digital Object Identifier (DOI), which allows the article to be cited and tracked before it is allocated to an issue. After print publication, the DOI remains valid and can continue to be used to cite and access the article.

Copyright/License Agreement

If a manuscript is accepted for publication, the author identified as the formal corresponding author will receive an email prompting them to log in to Author Services, where via the Wiley Author Licensing Service (WALS) they will be required to complete a copyright license agreement on behalf of all authors of the paper.

A signed copyright transfer agreement/license is needed for publication. It is important to promptly complete this agreement within WALS. As part of the manuscript's production process, the journal's production editor will monitor that this is completed before the article can be published. The journal's production editor will check with the corresponding author in case the agreement within WALS has not happened within the required time and investigate toward resolution.

Authors may choose to publish under the terms of the journal's standard copyright agreement, or [OnlineOpen](#) under the terms of a Creative Commons License. General information regarding licensing and copyright is available [here](#). To review the Creative Commons License options offered under OnlineOpen, please click [here](#). (Note that certain funders mandate a particular type of CC license be used; to check this please click [here](#).)

Self-Archiving Definitions and Policies: Note that the journal's standard copyright agreement allows for self-archiving of different versions of the article under specific conditions. Please click [here](#) for more detailed information about self-archiving definitions and policies.

Open Access fees: Authors who choose to publish using OnlineOpen will be charged a fee. A list of Article Publication Charges for Wiley journals is available [here](#). Funder Open Access: Please click [here](#) for more information on Wiley's compliance with specific Funder Open Access Policies. Funder Open Access: Please click [here](#) for more information on Wiley's compliance with specific Funder Open Access Policies.

All correspondence should be addressed to:

Grecelda Buchanan
Education and Content Specialist
American Society for Healthcare Risk Management
155 N. Wacker Drive, Suite 400
Chicago, IL 60606
TEL (312) 422-3984 FAX (312) 278-0505
Email: gbuchanan@aha.org