

## Purpose of the Journal

The *Journal of Behavioral Health Services & Research (JBHS&R)* is a quarterly, peer reviewed, multidisciplinary journal that publishes articles on the organization, financing, delivery, dissemination and implementation, and outcomes of behavioral health (including mental health, alcohol, and drug abuse) services. It is the official publication of the *National Council for Mental Wellbeing* (<https://www.thenationalcouncil.org/>).

## Submission Types

The *JBHS&R* will only review manuscripts for publication with the understanding that it has not been previously published (in full or in part) either in print or online, and is not currently being reviewed for publication elsewhere. The *JBHS&R* does not publish pilot studies or preliminary results of empirical studies. The *JBHS&R* invites contributions in the form of the submission types listed below. Note that page totals for each submission type apply to the main body of the paper and exclude (when applicable) tables, figures, and references.

**Peer Reviewed:** *Regular Articles* (≤ 20 pages), *Brief Reports* (≤ 13 pages), *Policy Perspectives* (≤ 16 pages), *Commentaries* (≤ 16 pages), *Case Studies* (≤ 8 pages), *Notes from the Field* (≤ 10 pages), and *Literature, Scoping, or Systematic Reviews* (≤ 20 pages)

**Not Peer Reviewed:** *Letters to the Editor* (≤ 1 page) and *Book Reviews* (≤ 1 page)

Neither the length of the paper nor the category to which manuscripts are assigned necessarily reflects their importance to the field. **The *JBHS&R* supports the use of appropriate guidelines for reporting health research. Please consult the EQUATOR Network at <https://www.equator-network.org/> for specific guidelines, as well as *Submission Types* at <https://www.springer.com/journal/11414/updates>. Include the appropriate reporting guidelines used for your manuscript on the Title Page and in the Methods section.** All authors of research articles must include information on oversight by an appropriate institutional review board, including decisions on, and use of, informed consent of subjects. Manuscripts must be submitted online via the *JBHS&R*'s Editorial Manager (EM) at <https://www.editorialmanager.com/jbhs/default1.aspx>. Please visit this site for details on how to register with EM, upload, and electronically submit manuscripts. Please submit any questions regarding manuscript guidelines to the Editorial Associate ([jbhsr@usf.edu](mailto:jbhsr@usf.edu)) prior to submission.

## Manuscript Preparation

- Double-space, with 1-inch margins.
- Use Times New Roman or Arial font.
- Number pages consecutively starting with the first page of text (not the abstract).
- Major headings (e.g. Abstract, Introduction, Methods, Implications for Behavioral Health) are centered, bold font (not italicized or numbered).
- Second-level headings are left-aligned, bold font, only the first letter of first word uppercase.
- Third-level headings are left-aligned with run-in text, italic font, only the first letter of the first word is uppercase.
- In-text citation numbers should appear superscripted in the body of the text and should follow all punctuation marks (e.g., Persons in substance abuse treatment.<sup>11-13</sup>).
- Page numbers should appear with the citation, in parentheses, following a specific quote (e.g., "Persons in substance abuse treatment."<sup>11(p.213)</sup>).
- Avoid the use of first person pronouns (i.e., I, we, our) in the manuscript. Use "the authors" or something similar
- Use people first language (e.g., "individuals with mental illness" rather than "the mentally ill")
- Do not include any identifying information in the manuscript (i.e., author last name).
- Do not include any identifying information in the manuscript revisions (e.g., use of University letterhead, acknowledgments to colleagues, and reference to university/institutional affiliation).
- Do not use the graphics option for tables or the sequential (embedded) footnote option.

## Manuscript Content

See *Submission Types* at <https://www.springer.com/journal/11414/updates> for more specific requirements. Most submission types must include the following:

### Title Page

Include title, key words, **reporting guidelines**, author name(s), any academic degrees, name/address of organization where the work was done, and any credits, acknowledgments, or disclaimers. Manuscripts should include a running head on the title page. All author information should be included only in this separate title page.

### Abstract

The Abstract is narrative in style and should not include any subheadings or cited references. Abstracts should be double-spaced and placed on a separate page following the title page, without author information.

### Implications for Behavioral Health

Include an Implications for Behavioral Health section (with appropriate narrative) as the last major section of the manuscript.

### Conflict of Interest Statement

Include a Conflict of Interest Statement between the Implications for Behavioral Health and References sections.

### Notes

If applicable, Notes should be grouped together in a separate, double-spaced section prior to the References. In text, notes should appear as superscripted, lowercase letters (e.g., This has caused a number of issues.<sup>a</sup>)

### Figures

Figures may be created using electronic software (e.g., *Adobe Illustrator*). Use computer-generated lettering. Do not use any screenshots, color, grayscale, shading, or fine lines. Cite each figure in the text in consecutive order. If a figure has been previously published, in part or in total, acknowledge the original source and submit written permission from the copyright holder to reproduce or adapt the material. Supply a caption (double-spaced) for each figure. Captions should include the figure number (centered, in bold) on the first line and the figure title (centered) on the second line, followed by explanatory statements, notes, keys or sources and permissions lines. Include all Figures in one *Microsoft Word* file.

### Tables

Tables should be numbered consecutively and include brief titles; table numbers should appear centered (in bold) on the first line, titles should appear centered on the following line. Include explanatory footnotes for all nonstandard abbreviations. Cite each table consecutively in-text. Tables should be self-explanatory and not duplicate the text. If data from another published or unpublished source is used, obtain permission and acknowledge fully. Include all Tables in one *Microsoft Word* file.



### Editor-in-Chief

Bruce Lubotsky Levin, DrPH, MPH  
[levin@usf.edu](mailto:levin@usf.edu)

### Submitting/Reviewing

For more details on submitting or reviewing, visit  
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### Questions?

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continued...

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- References must be cited in-text and styled in the reference list similar to the *American Medical Association Manual of Style, 10th Edition, 2007*. *JBHS&R* deviates slightly.
- Only material that has been published, accepted for publication, or presented at a major conference may be listed in the References.
- References should be numbered as they appear in the body of the article.
- If there are more than 3 authors/editors, name the first 3 followed by et al.
- Spell out the entire title of journal publications as well as the journal name.
- Titles of journals, books, presentations, and technical reports should appear in italics.
- References should not be created using MS Word's automatic footnote/endnote feature.
- References must be double-spaced on a separate page at the end of the article.
- See the examples below as well as the *JBHS&R Citation Guide Tutorial* at <https://www.springer.com/journal/11414/updates> for more information.

## Book

Levin BL, Hanson A (Eds.). *Foundations of Behavioral Health*. Cham, Switzerland: Springer Nature, 2020. Available at <https://doi.org/10.1007/978-3-030-18435-3>. Accessed 19 February, 2022.

## Book Chapter

Hanson A, Hurd D, Levin BL. Chapter 3, Global health. In: BL Levin, A Hanson, D Hurd (Eds.). *Introduction to Public Health Pharmacy, Second Edition*. New York, NY: Oxford University Press, 2018, pp. 41-67. Available at <https://doi.org/10.1093/med/9780190238308.001.0001>. Accessed 19 February, 2022.

## Web Page

*Demand for Mental Health and Substance Use Treatment has Increased Nearly 80% in Three Months*. Washington, DC: National Council for Mental Wellbeing, 2021. Available at <https://www.thenationalcouncil.org/press-releases/demand-for-mental-health-and-substance-use-treatment-has-increased-nearly-80-in-three-months/>. Accessed 19 February, 2022.

\*If authors are provided on a web page publication, name the first three authors followed by et al.

## Official Organization Report Published on a Web Page

*The State of Mental Health in America*. Alexandria, VA: Mental Health America. Available at <https://mhanational.org/issues/state-mental-health-america>. Accessed 19 February, 2022.

## Journal Article with Three or Fewer Authors

McCray CI, Rosenberg L. A path forward: Mental health and the U.S. pandemic response. *Journal of Behavioral Health Services & Research* 2021; 48(2):161-170. Available at <https://doi.org/10.1007/s11414-020-09747-9>. Accessed 19 February, 2022.

## Journal Article with More than Three Authors

Sharma V, Levin BL, Rahill GJ, et al. Post-earthquake self-reported depressive symptoms and post-traumatic stress disorder and their correlates among college-youths in Kathmandu, Nepal. *Psychiatric Quarterly* 2021; 92(4):1595-1609. Available at <https://doi.org/10.1007/s11126-021-09928-5>. Accessed 19 February, 2022.

## Conference Paper Presentation

Levin BL, Miller B. Innovative Management for Research Development: State-Supported Psychiatric Research Institutes. Paper presented at the *Annual Meeting of the Association of Mental Health Administrators*, Hollywood, FL. September, 1987.

## Government Document Without Individual Authors

Substance Abuse and Mental Health Services Administration. *Key substance use and mental health indicators in the United States: Results from the 2019 National Survey on Drug Use and Health*. Center for Behavioral Health Statistics and Quality. Publication Number PEP20-07-01-001, September, 2020. Available at [https://store.samhsa.gov/sites/default/files/SAMHSA\\_Digital\\_Download/PEP20-07-01-001-PDE.pdf](https://store.samhsa.gov/sites/default/files/SAMHSA_Digital_Download/PEP20-07-01-001-PDE.pdf). Accessed 19 February, 2022.

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## Indexes

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