

## 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, and outcomes of behavioral health (including mental health, alcohol, and drug abuse) services. It is the official publication of the *National Council for Behavioral Health* (<http://www.thenationalcouncil.org/>).

## Submission of Manuscripts

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* invites contributions in the form of *Regular Articles* (≤ 20 pages, not including references, tables, or figures), *Brief Reports* (≤ 13 Pages), *Policy Perspectives* (≤ 16 pages), *Literature Reviews* (≤ 20 pages), *Commentaries* (≤ 16 pages), *Notes from the Field* (≤ 10 pages, not peer-reviewed), *Letters to the Editor* (≤ 1 page, not peer-reviewed), and *Book Reviews* (≤ 1 page, not peer-reviewed). Neither the length of the paper nor the category to which manuscripts are assigned necessarily reflects their importance to the field. Manuscripts must be submitted online via *JBHS&R*'s Editorial Manager (EM) Website, <http://www.editorialmanager.com/jbhs/default.aspx>. Please visit this site for details on how to register with EM, upload, and electronically submit manuscripts.

## Manuscript Preparation

Manuscripts must be uploaded to Editorial Manager as a *Microsoft Word document*. Manuscripts *must be double-spaced*, with 1-inch margins. Only Times New Roman or Arial font should be used. Manuscript pages *should be numbered consecutively* starting with the first page of text (not abstract). Avoid the use of *first person* (i.e., I, we, our) in the manuscript. In addition, authors should use *people first language* (e.g., "individuals with mental illness" rather than "the mentally ill"). Do *not* use the graphics option for tables or the sequential (embedded) footnote option.

## Manuscript Contents

Manuscript submissions should contain *four* separate Microsoft Word document files:

- 1) a title page with author information; 2) the manuscript narrative including: a second title page without author information, abstract, and references list; 3) tables (if applicable); and 4) figures (if applicable). Table and figure files should be uploaded and appear at the end of the manuscript.
- Each manuscript submission must include the following items:*

### Title Page (WITH Author Information)

Include title, key words, 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

All manuscripts, except Letters to the Editor, require an Abstract (≤ 150 words). The Abstract 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.

### Notes (as needed)

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>)

### Implications for Behavioral Health

*JBHS&R* is committed to publishing articles in applied behavioral health policy and services delivery as well as publishing articles based upon empirical research. All manuscripts must contain a section heading (with appropriate narrative) as the last major section of the manuscript entitled *Implications for Behavioral Health*.

### Conflict of Interest Statement

Authors *must* include a Conflict of Interest Statement between the Implications and References sections.

### Important:

Do not save files using identifying information (i.e., author last name) and do not include any identifying information in the manuscript or revisions (e.g., use of University letterhead, acknowledgements to colleagues, and reference to university /institutional affiliation).

### Editor-in-Chief

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

### Submitting & Reviewing

For more details on submitting or reviewing, visit: <http://www.springer.com/journal/11414>

### Questions?

Ask the Editorial Associate  
[jbhsr@usf.edu](mailto:jbhsr@usf.edu)



## Illustrations

Figures may be created using electronic software (i.e., Adobe Illustrator, Corel Draw, and Photoshop). 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 for each figure, typed double-spaced. 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 MS Word file, separate from the article text.*

## 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 next 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 MS Word file,*

## Formatting

*Major* headings (e.g. Abstract, Introduction, Methods, Implications for BH) are centered, bold font (not italicized or numbered). *Second* line headings are left-aligned, bold font, only the first letter of first word uppercase. *Third* line headings are left-aligned with run-in text, italic font, only the first letter of first word uppercase.

## References

References must be cited in text and styled in the reference list according to the *American Medical Association Manual of Style, 10<sup>th</sup> Edition, 2007*.

*JBHS&R* deviates slightly by spelling out the entire title of journal publications in the References section.

When references are cited, the citation number 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>). 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.

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 text. Name all authors/editors through the third; if there are more than 3 authors/editors, list the first 3 followed by *et al.* Titles of journals, books, presentations, and technical reports should appear in italics.

An online *JBHS&R Referencing Style Tutorial* (available at [bit.do/jbhsr](http://bit.do/jbhsr)) is designed to assist authors with the basic requirements for formatting manuscripts, in-text citations, and the references list in *JBHS&R* style.

## Journal Articles

Hernandez M, Armstrong M, Green AL, et al. National Survey of State Children's Mental Health Directors: Current Status and Future Directions. *Journal of Behavioral Health Services & Research*. 2017;44(1):3-24.

## Books or Monographs

Hanson A, Levin BL. *Foundations of Behavioral Health*. New York: Springer, 2020.

## Chapters in Books

Hanson A, Ott CA, Levin BL. Behavioral health. In: BL Levin, A Hanson, PD Hurd (eds). *Introduction to Public Health in Pharmacy*, Second Edition. New York, Oxford University Press, 2018, pp. 157-175.

## Government Documents

Substance Abuse and Mental Health Services Administration. *Results from the 2013 National Survey on Drug Use and Health: Mental Health Findings*. NSDUH Series H-49, HHS Publication No. SMA 14-4887, Rockville, MD: Center for Behavioral Health Statistics and Quality, 2014.

## Presentations

Tate VS, Julian LE, McKinley AL. *A Mixed Methods Evaluation of the Adolescent Marijuana Delinquent Act Citation Program in Hillsborough County*. Paper presented at the Annual Research & Policy Conference on Child, Adolescent, and Young Adult Behavioral Health. Tampa, Florida, March 6, 2017.

## Websites

Office of Adolescent Health. *Mental Health*. U.S. Department of Health & Human Services. Available online at <http://www.hhs.gov/ash/oah/adolescent-health-topics/mental-health/>. Accessed on March 7, 2019.

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## Accepted Manuscripts

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Opinions and views expressed by authors in all manuscripts (including Commentaries and Letters to the Editor) submitted to the *JBHS&R* should not be construed to represent the opinions and views of the *JBHS&R*, the *JBHS&R* Editorial Board, the *National Council for Behavioral Health*, Springer, or the University of South Florida. Authors are responsible for all statements made in their work, including changes made by the production and copy editors. Papers are edited to conform to *JBHS&R* style as well as to improve the effectiveness of communication between the author and readers.

## Galley Proofs

Springer prefers to send an email (to corresponding authors only) providing a link to a PDF file of page proofs. No pre-prints are available.

## Indexes

The contents of the *Journal of Behavioral Health Services & Research* (ISSN 1094-3412) are indexed or abstracted in: Science Citation Index Expanded (SciSearch), Journal Citation Reports/Science Edition, Social Science Citation Index, Journal Citation Reports/Social Sciences Edition, Medline, SCOPUS, PsycINFO, Google Scholar, EBSCO Health Business, Academic OneFile, Applied Social Sciences Index and Abstracts (ASSIA), CNKI, Criminal Justice Periodical Index, Current Abstracts, Current Contents / Social & Behavioral Sciences, Current Contents/Clinical Medicine, EBSCO Academic Search, EBSCO Advanced Placement Source, EBSCO Biomedical Reference Collection, EBSCO Business Source, EBSCO CINAHL, EBSCO Consumer Health Complete, EBSCO Corporate ResourceNet, EBSCO Criminal Justice Abstracts, EBSCO Health Policy Reference Center, EBSCO Health Source: Nursing/Academic Edition, EBSCO Psychology & Behavioral Sciences Collection, EBSCO Sociological Collection, EBSCO STM Source, EBSCO TOC Premier, EMCare, Expanded Academic, Health Reference Center Academic, OCLC, ProQuest ABI/INFORM, ProQuest Agricultural & Environmental Science Database, ProQuest AP Science, ProQuest Business Premium Collection, ProQuest Central, ProQuest Health & Medical Collection, ProQuest Health Management Database, ProQuest Health Research Premium Collection, ProQuest Medical Database, ProQuest Natural Science Collection, ProQuest Nursing & Allied Health Database, ProQuest Psychology Database, ProQuest Public Health Database, ProQuest Research Library, ProQuest Science Database, ProQuest SciTech Premium Collection, ProQuest SIRS, ProQuest Social Science Collection, ProQuest Sociological Abstracts, PSYCLINE, SCImago, Summon by ProQuest.

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