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GENERAL INFORMATION

The Journal of Bioethical Inquiry (JBI) is an international, peer-reviewed journal that provides a forum for different disciplinary perspectives on ethical, cultural, and social issues in medicine, health care, the life sciences, and biotechnology.

We welcome submissions of original research (both empirical and theoretical) into established domains of bioethical inquiry, such as clinical practice, medical research, and biotechnology. We welcome commentary on questions of pressing contemporary relevance, such as the implications of current world events for the health of populations, as well as critical analyses of specific social policies with respect to their impact on health, welfare, and systems of power. We also welcome critical reflections on medicine and conventional bioethics, especially from perspectives that are less commonly represented in existing journals.

The JBI will consider contributions from any relevant discipline, including philosophy, bioethics, anthropology, cultural studies, disability studies, feminism, health law, history, linguistics, literary theory, literature, psychology, and sociology.

We encourage authors to write in a style that is accessible to readers from disciplines other than their own. Contributions discussing bioethical issues in different geographical and cultural settings are strongly encouraged.

Types of Manuscripts

The journal welcomes manuscripts in the following areas:

- **Original Research**
  - Including empirical and theoretical research and conceptual reflections
  - Recommended length: 7,000–7,500 words
- **Review Articles**
  - Recommended length: 5,000 words
- **Critical Commentary**
  - On articles published in the JBI
  - Recommended length: 2,000 words
- **Critical Perspectives and Opinion Pieces on Issues of Contemporary Interest**
  - Recommended length: 2,000 words
- **Case Reports and Case Responses**
  - Recommended length: 1,000–1,500 words
- **Book, Film, and Art Reviews**
  - Recommended length: 1,500 words
- **Letters to the Editor**
  - Recommended length: 500–1,000 words

Consideration

Manuscripts submitted to the Journal of Bioethical Inquiry must be offered exclusively to the journal. Submission of a manuscript implies that the work described:

- Has not been published before;
- Is not under consideration for publication anywhere else; and
- Its publication has been approved by all co-authors, if any, as well as by the responsible authorities—tacitly or explicitly—at the institute where the work has been carried out.

The publisher will not be held legally responsible should there be any claims for compensation.

If a submitted article overlaps considerably with previously published articles or articles concurrently submitted elsewhere, copies of these should be included with the submitted manuscript.
Authorship

Authorship should be based on substantial contribution to:

1. Conception and design of the article, or acquisition, analysis, and interpretation of data;
2. Drafting of the article or revising it critically for important intellectual content; and
3. Final approval of the version to be published.

Conditions (1), (2), and (3) must all be met by each author. Participation solely in the acquisition of funding or the collection of data does not justify authorship. Each author must also be prepared to take public responsibility for the article. The order of authors should be the joint decision of all authors.

Disclosure of Competing Interests and Funding

Authors are required to indicate whether they have any financial or professional relationships that may pose a competing interest.

A competing interest exists when professional judgment concerning a primary interest (such as patients’ welfare or the validity of research) may be influenced by a secondary interest (such as financial gain or personal rivalry). It may arise when authors have a financial professional interest that may influence, probably without their knowing, their interpretation of their results or those of others.

So that we make the best decision about how to handle a paper, we should know about any such competing interests authors may have. We are not aiming to eradicate dualities of interests, as these are inevitable, and we will not reject papers simply because of a duality of interest. However, we will make a declaration about whether or not competing interests exist.

Authors also are required to declare all sources of funding for their research. Authors must describe the role of study sponsor(s), if any, in the study design; in data collection, analysis, and interpretation; and in the writing of the article. They also should state whether the supporting source(s) controlled or influenced the decision to submit the final manuscript for publication. If sponsor(s) had no such involvement, this should be stated.

Ethical Approval

All experimental investigations involving human subjects must include a statement in the “Methods” section that subjects gave their informed consent. The name of the ethics committee that approved the study also must be stated in this section. Additionally, the manuscript should indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional or regional) or with the Helsinki Declaration (1964, last revised in 2000) of the World Medical Association. Do not use patients’ names, initials, or hospital numbers, especially in any illustrative material.

When reporting experiments on animals, indicate whether the institution’s or the National Research Council’s guide for, or any national law on, the care and use of laboratory animals was followed.

Studies involving Aboriginal or Torres Strait Islander subjects or any Indigenous populations also must state that they have been approved by the relevant local Indigenous representatives.

Patient Consent

Case reports must preserve patient anonymity; any identifying information should not be published unless it is essential for understanding the case.

Authors also must provide a signed statement (to be downloaded during the manuscript submission process) from the patient(s) or their surrogate giving permission for the publication of any identifying material. Where authors do not wish to include a signed patient consent to publish in the Journal of Bioethical Inquiry, reasons in support of this decision must be provided in a letter accompanying the manuscript.
SUBMITTING A MANUSCRIPT

All submissions to the *Journal of Bioethical Inquiry* are completed using Editorial Manager, Springer’s fully web-enabled online manuscript submission and review system. Electronic submission substantially reduces the editorial processing and reviewing times and shortens overall publication times. It also offers authors the option of tracking the progress of their manuscripts in real time. For more information about submitting manuscripts using Editorial Manager, please see below.

Editorial Manager supports a wide range of submission file formats, including: Word, WordPerfect, RTF, TXT, LaTeX2E, and TeX (for manuscripts) and TIFF, GIF, JPEG, EPS, PPT, PICT, Excel, Tar, and Postscript (for figures). (PDF is not an acceptable file format.)

NOTE: By using Editorial Manager, it is NOT necessary to submit the manuscript also in printout + disk. If you encounter any difficulties during the submission process, please contact Bronwen Morrell, JBI Managing Editor.

Brief Covering Letter

Authors will be asked to submit a covering letter with each manuscript. This should detail:

- Why the article should be published in the *Journal of Bioethical Inquiry* (in brief, a few lines only), and
- Confirmation that the manuscript content (in part or in full) has not been submitted concurrently or published elsewhere.

How to Submit a Manuscript Using Editorial Manager

The online manuscript submission system for the *JBI* can be found here. See below for a step-by-step guide for submitting new or revised manuscripts.

New Authors

If you are a New Author and have never submitted a manuscript to the *Journal of Bioethical Inquiry* before, you first will need to register in the system. Once on the Editorial Manager home page for the *JBI*, click the “Register” link located in the upper, left-hand corner of the screen and enter the requested information. Upon successful registration, you will be sent an e-mail with instructions to verify your registration. You also will receive an assigned user name and a password. To change your user name and password: Log into the system and select “Update My Information” in the upper, left-hand corner of the screen.

You may log into the system at any time by returning to the *JBI* Editorial Manager home page and clicking the “Login” link located in the upper, left-hand corner of the screen. Enter your user name and password, and then click the “Author Login” button.

Registered Authors

Once you are registered or if you are a Returning Author, do not register again. Simply return to the *JBI* Editorial Manager home page and click the “Login” link located in the upper, left-hand corner of the screen. Enter your user name and password, and then click the “Author Login” button.

Retrieving or Changing User Name or Password

- To change your user name and password: Log into the system and select “Update My Information” in the upper, left-hand corner of the screen.
- If you have forgotten your password, click the “Login” link and then click the “Send Username/Password” link.

Step-by-Step Instructions

1. In the “Author Main Menu,” you may submit a new manuscript or a revised manuscript. When submitting a manuscript, Editorial Manager will ask you to indicate the “Article Type.” From the pull-down menu, select the appropriate category and then click “Next”:
   - **Original Research** (most non-solicited manuscripts will fall into this category)
   - **Editorial** (initially submit all critical commentary, perspectives, and opinion pieces here)
   - **Letter to the Editor**
o **Recent Developments** (short and often invited articles, particularly regarding the law)

o **Symposium** (invited/non-invited manuscripts that meet scope of an upcoming symposium)

o **Special Issue** (invited/non-invited manuscripts that meet scope of an upcoming special issue)

o **Case Studies** (including responses to published Case Studies, aka “In That Case”)

o **Book Review; Film Review; Art Review**

2. On the following screen, enter the full title of the manuscript into the text box and then click “Next.”

3. If there are co-authors, click the “Add Author” button.
   
   o A pop-up screen will appear; enter the appropriate information into the text boxes.

   o Click “Submit” if there is only one co-author or “Submit and Add Another Author” if more.

   o Once all authors have been added, click “Next.”

4. On the following screen, enter the abstract for the manuscript into the text box and then click “Next.”

5. On the following screen, enter four (4) to six (6) descriptive keywords for the manuscript (using Msh terms from Index Medicus) into the text box and separate these with semicolons (;). Also, please enter the manuscript’s total number of words. When finished, click “Next.”

6. On the following screen, click the “Select Classifications” button.
   
   o A pop-up screen will appear.

   o Identify your manuscript’s areas of interest and specialization by selecting one or more of the classifications from the “Discipline” and “Issues” lists.

   o To expand and view these lists, click the “Expand All” link or “+” sign next to the terms “Discipline” and “Issues.” (You also may enter search terms into the “Search” text box and then click the “Search” button.)

   o Select as many classifications as appropriate by clicking on the box next to each item. Selected items will be indicated with a check mark.

   o Then click the “Select->” button to move the desired classifications into the large input box on the right-hand side of the screen.

   o Once finished, click the “Submit” button. The selected classifications should now appear as a list in Editorial Manager. Click “Next.”

7. On the following screen, answer the questions in the text box and then click “Next.”

8. If you wish to alert the editorial office of any special information or requirements regarding your manuscript, enter this information in the text box on the following screen. If there are none, simply indicate this in the text box. Then click “Next.”

9. On the following screen, you will be asked to upload your manuscript in (at least) three separate parts: a covering letter, a title page with author contact information, and the manuscript itself. (You also may upload figures, tables, etc., here.)
   
   o It is easiest if you already have these separate documents created.

   o To submit each document, first select the document’s type in the “Item” pull-down menu (for example, “Covering Letter”).

   o In the “Description” text box, you may add brief additional information, if desired. (If not, leave the pre-filled description that appears.)

   o Then click the “Choose File” button and locate the appropriate file you wish to attach.

   o Click the “Attach This File” button.

   o Repeat these steps for all parts of your manuscript. (The screen refreshes itself each time you select a new “Item” type, so please give it a few seconds. You also may need to click on the “Choose File” button again.)

   o When finished, click “Next.”

10. You will receive a summary of your attached files. If this is correct, click the “Build PDF for My Approval” button. If not, click the “Previous” button.

11. On the following screen, you will need to click the “Submissions Waiting for Author’s Approval” link, which will redirect you to a different screen in Editorial Manager.
Here you may view, edit, approve, or remove your submission and/or send an e-mail to the Editorial Office or the Handling Editor.

Click on the appropriate link for each.

Once you are satisfied with your submission, click the “Approve Submission” link.

12. Click on the “Main Menu” link to return to the author main menu.

13. Click on the “Log Out” link in the upper, left-hand corner of the screen to log out of the system.

14. You may log into the system at any time by returning to the JBI Editorial Manager home page and clicking the “Login” link located in the upper, left-hand corner of the screen. Enter your user name and password, and then click the “Author Login” button.
FORMATTING AND STYLE

All manuscripts must conform to Chicago Author-Date style (Chicago cursive style). For more information about formatting as well as in-text citations and references, please see below.

**JBI Style** is based on a modified version of:

**Language**

The *JBI* publishes all manuscripts in English. British English or American English spelling and terminology may be used, but either one should be followed consistently throughout the article. All punctuation, however, should follow Chicago Author-Date style. Direct quotations must include page or paragraph numbers in in-text citations. Use double quotation marks for direct quotations and for words or phrases used in a special sense; use single quotation marks for quotations within quotations. Direct quotations longer than 40 words should be set off clearly in an indented paragraph; quotation marks are not used for these longer block quotes.

**British vs. American English**

The journal’s language is English. British English or American English spelling and terminology may be used, but either one should be followed consistently throughout the article. (Punctuation, regardless of English used, should follow CMOS guidelines.) Examples of some common rules (borrowed from Jones, n.d.) are listed below:

<table>
<thead>
<tr>
<th>Example</th>
<th>American</th>
<th>British</th>
</tr>
</thead>
<tbody>
<tr>
<td>-or vs. -our</td>
<td>color, favorite, honor</td>
<td>colour, favourite, honour</td>
</tr>
<tr>
<td>-ll vs. -l</td>
<td>enrollment, fulfill, skillful</td>
<td>enrolment, fulfil, skillful</td>
</tr>
<tr>
<td>-l vs. –ll</td>
<td>counseling, modeling, traveling</td>
<td>counselling, modelling, travelling</td>
</tr>
<tr>
<td>-og vs. -ogue</td>
<td>analog, catalog, dialog</td>
<td>analogue, catalogue, dialogue</td>
</tr>
<tr>
<td>-ck/k vs. -que</td>
<td>bank, check, checker</td>
<td>banque, cheque, chequer</td>
</tr>
<tr>
<td>-ense vs. -enze</td>
<td>defense, license</td>
<td>defence, licence</td>
</tr>
<tr>
<td>-ze vs. -se</td>
<td>analyze, criticize, memorize</td>
<td>analyse, criticise, memorise</td>
</tr>
<tr>
<td>-er vs. -re</td>
<td>center, meter, theater</td>
<td>centre, metre, theatre</td>
</tr>
<tr>
<td>-e vs. -oe/ae</td>
<td>encyclopedia, maneuver, medieval</td>
<td>encyclopaedia, manoeuvre, mediaeval</td>
</tr>
<tr>
<td>-g vs. -gu</td>
<td>aging, argument</td>
<td>ageing, argument</td>
</tr>
<tr>
<td>-dg vs. -dge</td>
<td>judgment</td>
<td>judgement (but judgment in law case)</td>
</tr>
<tr>
<td>-ed vs. -t</td>
<td>dreamed, leaped, learned</td>
<td>dreamt, leapt, learnt</td>
</tr>
<tr>
<td>certain words</td>
<td>jewelry, draft, plow, program, lit, strove</td>
<td>jewellery, draught, plough, programme, lighted, strived</td>
</tr>
</tbody>
</table>

**Abbreviations and Punctuation of Certain Words**

Use abbreviations sparingly, stating in full at first use.
- The *Journal of Bioethical Inquiry (JBI)* is an international, peer-reviewed publication.
- health care (two words)
- well-being (hyphenated)
- U.S. or U.K. is an adjective, not a noun (e.g., U.S. courts tend to … vs. courts in the United States …)
- CMOS (as of 16th edition) prefers web, website, web page, e-mail, and so forth—with a lowercase w. But capitalize World Wide Web and Internet (see CMOS § 7.76, 16th edition).
- the three Rs, the 1600s, the 1990s, the ‘90s (not the 1990’s or the 90’s)
Abstracts in Other Languages

The journal does accept additional abstracts in other languages of the author’s choosing. Such abstracts are optional and must be provided by the authors themselves. Authors need to certify that these are faithful translations of the English original, and they must be supplied in Unicode, especially if using non-Roman characters. Abstracts in other languages will carry the following disclaimer:

This abstract is provided by the author(s) and is for convenience of the users only. The author certifies that the translation faithfully represents the version in English, which is the published Abstract of record and is the only Abstract to be used for reference and citation.

Headings

Use title case and capitalize the principal words, including prepositions and conjunctions of four or more letters. Also, please note: The word “is” is a verb and should be capitalized in titles.

- Manuscript Title (bold)
  Example: Art and Bioethics: Shifts in Understanding Across Genres

- Section Heading 1 (bold)
  Example: Arts and Bioethics Programs

- Section Heading 2 (plain text)
  Example: Arts and Bioethics Program, Croatia 2008

- Section Heading 3 (italics)
  Example: The Exhibition

Punctuation

Commas

Use the serial comma throughout (except when it is not used in the original text of direct quotations or in titles cited in references). Commas always go inside quotations marks.

- I bought sugar, flour, and milk at the store.
- He likes apples, macaroni and cheese, and quinoa.
- When asked about the concept of “informed consent,” the patient indicated she had never heard of this term.

Periods

Periods always go inside quotation marks.

- When asked about the concept of “informed consent,” the patient said she did “not understand this term.”

Ellipses

Add a space before and after an ellipsis.

- Here is an example of … an ellipsis.

Semicolons

Do not capitalize the first word after a semicolon.

- Bioethics is interdisciplinary; however, it is rooted in …

Colons

Capitalize the first word after a colon if the first word is a proper name or the colon introduces a complete sentence (modified CMOS § 6.64).

- The key to NGO success: genuine international work.
- The recession has hit hard: Five banks failed today.
- Some bioethicists have earned star-status: Arthur Caplan often is interviewed on national news in the United States.
- Bioethicists have several choices: Should we be relegated to reactionary roles? Or should we secure the barn door before the horse has run wild?
Hyphens

Hyphenate phrasal adjectives (see CMOS § 7.90):

- a dog-eat-dog competition
- 19th-century song-and-dance numbers
- A well-trained athlete is essential for any team.
- He was a well-rounded student.
- Scientists have engaged in a century-old debate.

Do not hyphenate when modifier comes after the verb:

- Mark is an athlete who is well trained.
- The neighborhood is middle class.

Do not hyphenate if phrase begins with an -ly word:

- a sharply worded reprimand but
- a not-so-sharply-worded reprimand

Dashes

Do not add spaces before or after en- and em-dashes. Use en-dashes for duration (date, time, and page spans) and em-dashes for accentuated appositives (i.e., text dashes). En-dashes are slightly longer than hyphens; em-dashes are slightly longer than en-dashes.

- The years 1992–1998 were prosperous.
- The conference will take place April 7–10.
- Please see pages 23–25 for detailed information.
- That is not to say that everyone has been thought equally capable—or capable at all—of reasoning.

Single Quotations Marks (Apostrophes)

Use “smart” single quotation marks (i.e., curved appropriately to the right or the left). Use apostrophes for abbreviations where applicable. Use single quotation marks within quotations.

- The ’60s or the 1960s (not the 60’s or the 1960’s) but …
- She minded her Ps and Qs.
- “This is the ‘bi-part’ soul to which the narrator refers” …

Double Quotation Marks

Use “smart” double quotation marks (rather than “non-curved” quotation marks). Use double quotation marks throughout a manuscript (except for apostrophes and quotes within a non-block quote). Place commas and periods inside quotation marks. Place colons, semicolons, questions marks, and exclamation points outside quotation marks, unless a question mark or exclamation point forms part of the quoted matter.

Place quotations less than 40 words in quotation marks:

- In Dupin, there is “a peculiar analytic ability” (Poe 1989, 9).

Block Quotations

For quotations 40 words in length or longer:

- Do not use quotation marks;
- Place in a new paragraph;
- Indent the entire paragraph on each side; and
- Use double quotation marks for direct quotes within the block (if there are any).
Numbers (based on Associated Press Stylebook)

Numbers and Ordinals
Spell out numbers zero through nine and ordinals first through ninth.
- The party included eight people.
- The ninth century …
- Robert stole second base at the top of the eighth inning.
- Three new parking lots will provide spaces for 540 cars.

Use figures for numbers 10 and above and ordinals 10th and above. Also use figures for: days of the month; degrees of temperature; house numerals; proportions; votes; scores; speeds; time of races; dimensions; serial numbers.
- The population of our village now stands at 5,893.
- The 21st century …
- She found herself in 125th position out of 360.

Spell out an approximate number if it can be expressed succinctly.
- Nearly a thousand, half a million, about four hundred
- The building is three hundred years old.
- A millennium is a period of one thousand years.
- An estimated fifty million Americans lack insurance.
- Exception The city’s population of about 575,000 …
- Use 21 million, not 21,000,000 (don’t carry beyond two decimals) In the United States, 48.37 million individuals lack insurance.

Spell out fractions standing alone.
- A two-thirds majority is required.
- Of the participants, about a third had stage-four breast cancer.

Avoid successive numerals in a single expression. Also, avoid beginning sentences with numbers. When unavoidable, spell out numbers, no matter how large. Rephrase the sentence if long numbers are awkward.
- 15 six-inch boards
- One hundred and ten candidates were accepted.
- Exception 1999 was a very good year.

Ages
- Sally is 4.
- Bob is an 83-year-old man.
- Bob is in his 80s.

Sums of Money
- $3
- US$22.5 billion
- €39 million
- C$300
- NZ$749

Time of Day and Years
- Her day begins at 5 o’clock. Her day begins at 5 a.m.
- The meeting continued until half past 3.
- The meeting began at 9:45 a.m. and was adjourned by noon.
The year 1999 was marked by war in Yugoslavia.

The 1890s marked a crucial time in U.S. law.

Second Wave Feminism began in the '60s.

Percentages

- Of the participants, 36 percent had stage-four breast cancer.
- With 90–95 percent of the work complete, we can relax.

Physical Quantities

- Susan is exactly 3 feet 5¼ inches tall.
- an 8-point table with 6-point footnotes, a 40-watt bulb, a size 6 dress
- a mean of 0.73 (but no leading “0” here: p < .05)

Divisions in Publications

- The preface is on pages vii–xiv and the introduction on 1–35.
- See part 3, especially chapters 9 and 10, for further discussion.

References

Journal Article

- T: (Smith 1998) for general in-text citations with no direct quotations
- T: (Smith 1998, 639) for in-text citations with direct quotation (must include a page or a ¶ number)

Journal Article (with and without doi)


Journal Article (volume only; month/season as issue; or no volume)


Journal Article (no date or forthcoming)

- T: (Cherry n.d., ¶4)
- T: (Smith and Jones forthcoming)

Book (one author)

- T: (Doniger 1999) for general in-text citations with no direct quotations
- T: (Doniger 1999, 65) for in-text citations with direct quotation (must include a page or a ¶ number)

Book (two authors)

- T: (Cowlishaw and Dunbar 2000, 104–107)
Book Review

- **T:** (Gorman 2002, 16)

Thesis or Dissertation

- **T:** (Amundin 1991, 22–29, 35)

Presentation at a Meeting/Conference

- **T:** (Doyle 2002)

Web Site

- **T:** (Evanston Public Library Board of Trustees)

Weblog Entry or Comment

- **T:** (Posner 2010, ¶2)
- **T:** (Leppek 2008)