



ARCHIVES OF PHYSICAL MEDICINE AND REHABILITATION

Official Journal of the [American Congress of Rehabilitation Medicine](#)

AUTHOR INFORMATION PACK

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DESCRIPTION

The *Archives of Physical Medicine and Rehabilitation* publishes original, peer-reviewed research and clinical reports on important trends and developments in **physical medicine** and **rehabilitation** and related fields. This international journal brings researchers and clinicians authoritative information on the therapeutic utilization of **physical, behavioral** and **pharmaceutical agents** in providing comprehensive care for individuals with **chronic illness** and **disabilities**.

Archives began publication in 1920, publishes monthly, and is the official journal of the [American Congress of Rehabilitation Medicine](#). Its papers are cited more often than any other rehabilitation journal.

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Types of papers

Original Research: Present new and important basic and clinical information, extend existing studies, or provide a new approach to a traditional subject. Manuscripts should be limited to 3000 words of text (Introduction through Conclusions). Figures, tables, and references should be limited to the number needed to clarify, amplify, or document the text.

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Information/Education: The ACRM Communications Committee has developed a new feature, Information/Education Pages, which appear in the Organization News section of *Archives*. These fact sheets are printed as tear-out pages. They are designed to provide consumer-friendly information on topics relevant to rehabilitation medicine, including basic background or overview, similar to a Wikipedia entry, or brief how-to suggestions. They are targeted toward people with disabilities, their caregivers, or clinicians; and are designed so that a practitioner can tear out and copy, or download the pages, to make them available to patients and caregivers.

Authors are invited to submit Information/Education Page manuscripts or proposals to the *Archives'* Editorial Office (ArchivesMail@archives.acrm.org). The ACRM Communications Committee will assess subject matter, content, and target reading level then provide feedback on suitability and instructions on how to proceed directly to the author. Note that this should not be considered an official peer review of the content.

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BEFORE YOU BEGIN

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- (2) the [Archives' Authorship Form & Copyright Assignment](#)

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If any of the authors do have a conflict of interest, this should be clearly explained on the title page of the manuscript.

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While there may be occasional exceptions, the *Archives* is committed to the need for clinical trial reports to be accompanied by adequate periods of follow-up. A lack of sufficient follow-up may be detrimental to a paper's acceptance.

Beginning January 1, 2016 all manuscripts reporting clinical trials must be registered before submission. For trials that are underway and are already enrolling patients, registration will be **retrospective**. This is an interim step that will end January 1, 2017. At that time, the *Archives* will only consider clinical trials that have been registered before the first patient is enrolled.

For our purposes, a clinical trial is defined as "any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects on health outcomes" (<http://www.who.int/ictrp/en>). Thus, cohort and retrospective studies without an intervention do not require registration, and neither do observational studies of clinical care. However, studies of human subjects with prospective assignment of an intervention by the investigators, regardless of the size of the trial or method of assignment, must be registered.

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The EQUATOR Network (www.equator-network.org) is an excellent resource for key reporting guidelines, checklists, and flow diagrams. These guidelines should be especially useful for *Archives'* authors.

Click on the checklist that applies to your manuscript, download it to your computer, fill it out electronically, "save as," and upload it with your manuscript when you submit. Links to mandatory flow diagrams also are provided. Below are the most commonly used checklists but please note that the Equator Network provides many others (e.g. TRIPOD, SRQR, etc.) and it is up to the authors to select the one most appropriate for their study. Randomized Controlled Trials — **CONSORT** — Consolidated Standards of Reporting Trials Observational Studies — **STROBE** — Strengthening the Reporting of Observational studies in Epidemiology Systematic Review of Controlled Trials — **PRISMA** — Preferred Reporting Items for Systematic Reviews and Meta-Analyses Study of Diagnostic accuracy/assessment scale — **STARD** — Standards for the Reporting of Diagnostic Accuracy Studies For psychometric studies the editors recommend either the **COSMIN** or **GRRAS** guideline, though the final choice is up to the author.

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Referees

All submissions will be screened by editors to determine their suitability for further review. Manuscripts that are approved for review will be evaluated by at least one recognized expert in the particular subject matter. Biostatistical review may be obtained. Peer reviewers' assessments are referred to a member of the Editorial Board, who may also critique the manuscript. The assigned Editorial Board Member will then make a final decision and communicate with the corresponding author via e-mail. Decisions are typically communicated within 60 days after the manuscript has been approved for peer review. All reviews are conducted in a double-blind fashion.

Letters to the Editors and Editorials are generally evaluated by an editorial committee, however, external reviews may also be sought.

Published annually without peer review are the ACRM | American Congress of Rehabilitation Medicine presidential address and the John Stanley Coulter Lecture. The Editorial Board does not peer review the published abstracts of posters, platform presentations of scientific papers, or audiovisual materials presented at the ACRM annual meeting. *Archives* also publishes the official documents of ACRM. These documents are not peer reviewed by *Archives* and include position papers and other materials approved by the ACRM.

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If revisions are not received within the time specified in the decision e-mail, the manuscript file will be closed. A revision received after a file has been closed will be handled as a new submission. An extension beyond the deadline may be granted at the Editorial Board's discretion, but only in extenuating circumstances, given the editors' commitment to prompt publication.

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