

Virginia Journal of Public Health Submission Guidelines

The Virginia Journal of Public Health (VJPH) is published twice yearly, fall and spring by the Virginia Public Health Association. The VJPH welcomes research articles, professional articles and literature reviews for consideration for publication (Please see the specific formats for each type of manuscript listed below).

Deadline for Manuscript Submissions:

Fall Issue: August 15th

Spring Issue: February 15th

Journal manuscripts should be sent to Dr. Kim Baskette, Editor (kbaskett@vtc.vt.edu) as a WORD document, email attachment. In the cover letter or email, the corresponding author needs to affirm that the article has not been published elsewhere.

Manuscript Guidelines:

1. Follow the form of the Publication Manual of the American Psychological Association (APA), 7th edition (<http://www.apastyle.org>).
2. Typed and submitted as a Word document; **double spaced, 12 pt. font (font style should be in alignment with new APA guidelines in 7th ed), 1” margins.**
3. Include a title page with the names and addresses of each author to include professional affiliation.
4. Include a title page without author identification (will be used for blind review).
5. Include a pdf copy of the Institutional Review Board approval if appropriate.
6. Include references at the end of the manuscript in **APA format.**
7. Have any figures or tables embedded in the manuscript; do not include at the end of the manuscript. Tables and figures should be **formatted in APA format only.**
8. Include an abstract containing 200 words or less with appropriate delineated sections.

Organization of Manuscripts

- Research Articles
 - Abstract (200 words): Purpose, Methods, Results, Findings, Conclusion.
 - Text: Purpose, Methods, Results, Discussion, Summary, Conclusions Recommendations, References.
- Professional Articles (position papers, public health policy, program descriptions)
 - Text: Purpose, Methodology (if applicable), Discussion, Summary Recommendations (if applicable), References (if applicable)

- Literature Reviews
 - Abstract (200 words): Purpose, Methodology (Data Sources, Inclusion and Exclusion criteria), Findings (Data Synthesis), Summary, Conclusions, Recommendations
 - Text: Purpose, Methodology (Data Sources, Inclusion and Exclusion criteria), Findings (Data Synthesis), Summary, Conclusions, Recommendations, References

Review Process

Manuscripts submitted will be sent to three members of the VJPHA Editorial Board for review. Reviewers will recommend (1) Acceptance, (2) Acceptance with Revisions, (3) Revise and Resubmit, or (4) Reject. The Editor makes the final decision and will notify the corresponding author of the manuscript disposition.

Questions: Contact Dr. Kim Baskette at kbaskett@vtc.vt.edu