IJMHS Instructions for Authors (Full Version)

These instructions apply to all submissions to the *International Journal of Medical Humanities Studies* (IJMHS). IJMHS follows the author-date system of *The Chicago Manual of Style* (18th edition), with minor modifications. For cases not covered here, consult the *Manual*.

1. About the Journal

IJMHS charges no article processing charges (APCs). Published articles are licensed under Creative Commons Attribution 4.0 International (CC BY 4.0) and are freely available in full text at www.mhsjournal.com. IJMHS has not authorized any institution, agency or individual to solicit submissions on its behalf. Please submit only to editor@mhsjournal.com.

Article types

Word counts include footnotes and exclude the title page and the reference list, except where noted.

Article type	Word limit	Abstract and keywords
Research article	10,000	Required
Book review	3,000, including references	Not required

Peer review

IJMHS uses **double-blind peer review**. Manuscripts must be prepared accordingly (see Section 2). The journal aims to return reviewer feedback within 6–8 weeks.

2. Submission Files

Submit two separate files, a **title page** and an **anonymized manuscript**, both in Word (.docx) format, as email attachments to the journal's sole official submission address: **editor@mhsjournal.com**. Use the subject line "Author Name + Article Title".

Anonymizing the manuscript

- Remove all author names, affiliations, acknowledgments and funding details from the manuscript, including from the file properties.
- Refer to your own previous work in the third person, e.g. "Wang (2021) argued" rather than "In my earlier work (Wang 2021)".
- Anonymize identifying details in figures, supplementary files and data citations where possible.

3. Title Page and Declarations

Title page

The title page should include:

- A concise and informative title
- The full name(s) of the author(s) and, if available, their ORCID iD(s) as full links, e.g. https://orcid.org/0000-0002-1825-0097
- Affiliation(s): department, institution, city, and country/region. For unaffiliated authors, only the city and country/region of residence are given.
- The name and active email address of the corresponding author. Multi-author manuscripts must designate at least one corresponding author to handle all communication from submission through peer review, revision and publication.
- Acknowledgments of people, grants and institutions, with funding organizations named in full
- Declarations (below)

Declarations

Under the heading "Declarations", include the items from the list below that are relevant to your manuscript. Submissions without Declarations will be returned as incomplete.

Declaration	**What to state**
Funding	Funder and grant number, or "No funding was received for this work."
Competing interests	Financial and non-financial interests related to the work (see Section 7), or "The authors have no relevant financial or non-financial interests to disclose."
Ethics approval	Committee name and reference number, or the grounds for exemption (see Section 7)
Consent to participate	How informed consent was obtained
Consent to publish	Consent to publish identifying information, including images
Data availability	Where and how supporting data can be accessed (see Section 7)
Use of generative AI	Which tool was used, for what purpose and at what stage
Author contributions	Each author's role, in free text or using the CRediT taxonomy

Use of generative AI

Large language models and other generative AI tools do not satisfy the criteria for authorship. Authors must declare any use of such tools in generating, analysing or translating content. AI-assisted copy editing to improve grammar, readability and style does not need to be declared. Authors remain fully accountable for the final text.

4. Manuscript Format and Style

Abstract and keywords

Where required, provide an abstract of 150–250 words without undefined abbreviations or citations, followed by 4–6 keywords for indexing, separated by semicolons.

Layout

- Manuscripts must be written in English. Use either British or American spelling, consistently.
- Use a plain 12-point font (e.g. Times New Roman), double spacing throughout (including notes, tables and references) and margins of at least 2.5 cm.
- Use indents and tab stops rather than the space bar, and Word's table function rather than embedded spreadsheets.

Punctuation and numbers

- Use English punctuation only. Replace full-width Chinese punctuation （）、，： with its English equivalent.
- Use curly quotation marks (“ ” ‘ ’) throughout, and check that every quotation mark is paired.
- Leave a space between a word and an opening parenthesis.
- Use an en dash (–), not a hyphen, for ranges of years and pages, e.g. 618–907, 344–346.

Headings

Use no more than three levels of unnumbered headings: level 1 **bold**, level 2 ***bold italic***, level 3 *italic*. Do not number headings with Roman or Arabic numerals.

Footnotes

- Use footnotes, not endnotes, numbered consecutively.
- Footnotes may add information and may cite works in the reference list by author and year. They should not consist solely of a citation, give full bibliographic details, or contain figures or tables. Move any source given in a footnote to the reference list.

Quotations

- Use double quotation marks, with single marks for quotations within quotations.
- Set quotations of more than 100 words as indented block quotations without quotation marks. Place the citation after the final punctuation: …and specially commended him. (Liu [945] 1975, 5118). Do not format your own text as a block quotation.
- Give a page number for every direct quotation, e.g. (Charon 2006, 12).

Titles of works in the text

Italicize titles of books, collections, journals and films. Put titles of short works (articles, chapters, stories, essays, poems) in double quotation marks. For non-English works, see “Non-English terms and titles” below.

Non-English terms and titles

- Italicize non-English terms. At first mention, give the romanization, the original characters where applicable, and an English gloss, e.g. *bianzheng lunzhi* 辨证论治 (pattern differentiation and treatment). Use the English or the romanized form consistently after that.
- At first mention of a non-English work, give the English title, followed by the romanized title and characters, e.g. the *Old Book of Tang* (*Jiu Tangshu* 旧唐书). Use one English title consistently.
- Personal names, place names and dynasty names are not italicized. Names conventionally known in older romanizations may keep them, e.g. Sun Yat-sen.

Dynasties, rulers and dates

Lowercase "dynasty": the Tang dynasty (618–907). For rulers, give either reign dates marked "r.", e.g. the Yongzheng emperor (r. 1722–1735), or life dates, but use one system throughout.

Abbreviations and drug names

Define abbreviations at first mention and use them consistently. Use generic drug names; if a trade name is used, give the generic name at first mention.

5. Citations and References

IJMHS follows the author-date system of *The Chicago Manual of Style* (18th edition). The journal's modifications are:

- Dates in the reference list are written day month year, e.g. 21 June 1940.
- Give an access date for every online source.
- Give DOIs as full links (https://doi.org/…) wherever available.
- Sources in Chinese, Japanese, Korean and other non-Latin scripts follow the conventions in "East Asian sources" below.

Citing in the text

Cite by author surname and year, with **no comma** between them. Give page numbers after a comma, **without "p." or "pp."**. Use "and" for two authors and "et al." (with no preceding comma or initials) for three or more. Separate multiple works with semicolons, in alphabetical order. Distinguish works by the same author in the same year with letters (Kleinman 1988a, 1988b).

Citation type	**Example**
Single author	(Charon 2006, 12)
Page range	(Frank 1995, 344–346)
Two authors	(Coggon and Miola 2011)
Three or more authors	(Viney et al. 2015)
Narrative citation	Kleinman (1988, 5) argues
Multiple sources	(Charon 2006; Frank 1995)

Reprint or modern edition	(Foucault [1963] 1973, 89); (Liu [945] 1975, 5118)

Every work cited in the text or footnotes must appear in the reference list, and the dates must match.

Reference list

- Use the heading **References**. List only works cited in the text or footnotes that have been published or accepted for publication (marked "forthcoming"). Mention personal communications and unpublished works in the text only.
- Arrange entries alphabetically by the first author's surname, with a hanging indent.
- Give authors' **full given names**, not initials. Invert only the first author's name (Charon, Rita). List all authors up to six; for seven or more, list the first three followed by "et al."
- Put the year directly after the authors, **without parentheses**.
- Capitalize English titles **headline-style** (the first word and all major words). Put titles of articles, chapters and other short works in double quotation marks. Italicize book and journal titles.
- Give the place of publication and the publisher for books.
- Give volume, issue and page range for journal articles.
- For chapters in edited collections, give the editor(s) and the page range.
- Do not put square brackets around entries; brackets are used only for English translations of non-English titles.

Journal article

Charon, Rita. 2001. "Narrative Medicine: A Model for Empathy, Reflection, Profession, and Trust." *JAMA* 286 (15): 1897–1902. https://doi.org/10.1001/jama.286.15.1897

Viney, William, Felicity Callard, and Angela Woods. 2015. "Critical Medical Humanities: Embracing Entanglement, Taking Risks." *Medical Humanities* 41 (1): 2–7. https://doi.org/10.1136/medhum-2015-010692

Book

Frank, Arthur W. 1995. *The Wounded Storyteller: Body, Illness, and Ethics*. Chicago: University of Chicago Press.

Kleinman, Arthur. 1988. *The Illness Narratives: Suffering, Healing, and the Human Condition*. New York: Basic Books.

Translated book

Foucault, Michel. (1963) 1973. *The Birth of the Clinic: An Archaeology of Medical Perception*. Translated by A. M. Sheridan Smith. New York: Pantheon Books.

Chapter in an edited book

Whitehead, Anne, and Angela Woods. 2016. "Introduction." In *The Edinburgh Companion to the Critical Medical Humanities*, edited by Anne Whitehead and Angela Woods, 1–31. Edinburgh: Edinburgh University Press.

Online document

World Medical Association. 2024. “WMA Declaration of Helsinki: Ethical Principles for Medical Research Involving Human Participants.” https://www.wma.net/policies-post/wma-declaration-of-helsinki/. Accessed 23 October 2026.

Blog post or social media

Author or pen name. Year. “Title of the Post.” *Name of Website or Platform*, day month year of posting. URL. Accessed day month year.

Dataset

Cite publicly available datasets with a persistent identifier, following DataCite’s minimum information: creator, year, title, repository, identifier.

East Asian sources

- **Romanization.** Use Hanyu Pinyin for Chinese, with words joined according to standard orthography; Revised Hepburn for Japanese; and the Revised Romanization of Korean for Korean. Use the same spelling in the text and in the reference list (e.g. *Shenbao*, not *Shen Pao* in one place and *Shen Bao* in another).
- **Names.** Give the full name, surname first, with no comma, followed by the characters: Lu Xun 鲁迅, not Lu, X. Cite in the text by surname and year: (Lu 2005).
- **Titles.** Give the romanized title first (italicized for books and journals, in quotation marks for articles and chapters), then the characters, then an English translation in square brackets. Do not give the English translation alone. Capitalize romanized titles and their English translations sentence-style: only the first word and proper nouns.

Classical work in a modern edition

Liu Xu 刘昫. (945) 1975. *Jiu Tangshu* 旧唐书 [Old book of Tang]. Beijing: Zhonghua Book Company.

Chinese journal article

Surname Given-name 姓名. Year. “Pinyin title” 汉字题名 [English translation of title]. *Journal name in pinyin* 刊名 volume (issue): page range. https://doi.org/…

Chapter in a Chinese edited book

Surname Given-name 姓名. Year. “Pinyin title” 汉字题名 [English translation of title]. In *Pinyin book title* 书名 [English translation of book title], edited by Editor’s name 编者, page range. Place: Publisher.

Newspaper article

Anonymous. 1940. “Pinyin title” 汉字题名 [English translation of title]. *Shenbao* 申报, 21 June 1940, 8.

Archival sources

Cite archival material in the text by repository and file number, e.g. (Name of Archive, file number), and list each repository once in the reference list with its full name and location. Cite classical texts by a specified modern edition, giving the chapter or *juan* in the text where helpful.

6. Tables, Figures and Supplementary Material

Tables

- Number tables with Arabic numerals and cite them in the text in consecutive order.
- Give each table a caption beginning with “Table” and the number in bold, with no punctuation after the number or at the end, e.g. **Table 1** Narrative types in twelve Chinese cancer memoirs, 2010–2023
- For previously published material, give the source as a reference at the end of the caption.
- Indicate table footnotes with superscript lower-case letters (or asterisks for statistical significance) and place them beneath the table.

Figures

- Number figures with Arabic numerals, cite them in the text in consecutive order, and label figure parts with lower-case letters (a, b, c).
- Give each figure a caption beginning with “Fig.” and the number in bold, with no punctuation after the number or at the end, e.g. **Fig. 1** Anatomical illustration from a Qing-dynasty medical treatise
- Captions should identify all elements of the figure and, for reproduced material, its source and credit line (holder, collection, reference number).
- Place captions in the manuscript, not inside the image file.

At submission, embed figures in the manuscript at the appropriate place. **At acceptance**, supply each figure as a separate file named by number (e.g. Fig1.tif):

Image type	Format	Minimum resolution
Photographs, artworks, archival documents	TIFF, JPEG or PNG	300 dpi at final size
Line drawings, charts	TIFF or PNG; or PDF or SVG with fonts embedded	600 dpi

Submit colour images in RGB. Colour figures are published free of charge. Check that information remains legible in greyscale.

Permissions and image credits

Authors must obtain written permission from the copyright holder to reproduce previously published images, artworks, and photographs of archival material or museum objects. Permission documents should be available on request. Images of patients are subject to the consent requirements in Section 7.

Because articles are published under CC BY 4.0, which allows anyone to reuse them, permissions must cover open-access online publication. Third-party material that cannot be released under this license must be identified in its caption, e.g. "© [holder]. Reproduced with permission; excluded from the article's CC BY license."

Accessibility

Use patterns or labels in addition to colour to convey information, and give lettering a contrast ratio of at least 4.5:1. Authors may be asked to supply short alternative-text descriptions of figures at acceptance.

AI-generated images

AI-generated images are not accepted, except where the image is itself the subject of analysis. In that case, the caption must identify the tool used.

Supplementary material

- Supplementary files (e.g. audio, video, transcripts, datasets) may be submitted in standard formats: PDF for text, CSV or XLSX for spreadsheets. Several files may be combined in a zip archive.
- Refer to each file in the text as "Online Resource" with a consecutive number (Online Resource 1) and name files accordingly (ESM_1.pdf).
- **Supplementary files must be anonymized for review.** Article title, journal name and author details are added after acceptance.
- Files are published as received, without conversion.

7. Research and Publication Ethics

IJMHS follows the guidelines of the Committee on Publication Ethics (COPE). Editors may reject manuscripts that do not meet the standards below, and authors should be prepared to provide supporting documentation on request.

Competing interests

Disclose financial and non-financial interests directly or indirectly related to the work, generally covering the three years before the work began, and earlier interests that could reasonably be perceived as influential. These include funding, employment, financial interests, unpaid roles and relevant personal beliefs. Editorial board members who submit their own work must declare this and are excluded from handling it.

Research involving human participants

- Studies involving human participants, their data or biological material must state that they were approved by an ethics committee (named, with reference number), or exempted from review, with the reason given. Studies should follow the Declaration of Helsinki or comparable standards.
- Retrospective ethics approval is usually not possible; check institutional and national requirements.

- Consent to publish identifying information is separate from consent to participate. Do not publish names, dates of birth, identity numbers, facial images or other identifying details unless essential and consented to in writing. Masking the eyes is not sufficient to anonymize an image.
- Case reports require the patient's informed consent; ethics approval is required where institutional rules demand it.

Patient narratives, clinical writing and historical records

Medical humanities scholarship often draws on stories of illness and care. Authors should observe the following:

- **Clinical and reflective writing.** Accounts of identifiable patients require their consent. Where details have been altered or cases combined, state this clearly in the text.
- **Interviews and oral history.** Obtain informed consent, including consent to quote and to deposit recordings or transcripts where applicable, and ethics approval where required.
- **Published memoirs and other public works.** Analysis of published texts does not require consent.
- **Online material.** Treat patient posts on social media and forums with care. Where authors could not reasonably expect wide publicity, avoid verbatim quotation that can be traced back to them through search, or obtain consent.
- **Historical records.** When using medical records of deceased persons, comply with the access rules of the archive and applicable law, and consider the interests of descendants and communities when publishing names or sensitive details.

Data availability

Original empirical research must include a data availability statement explaining how supporting data can be accessed, with links to any archived datasets. Where data cannot be shared, describe the conditions of access; consent for data sharing should be obtained before data collection. For scholarship based on published or archival sources, describe where those sources are held, or write "Not applicable".