

Japanese Journal of Health Economics and Policy: Instructions to Authors

The Japanese Journal of Health Economics and Policy accepts articles from the subject areas of health economics and health care policy. Articles that are submitted to the Editorial Committee of the journal have to be original and, as such, should not have been published elsewhere, either in whole or in part, and should not be submitted to other journals while a decision on publication by the Editorial Committee is pending. Contributing authors should be mindful of, and strictly follow, the Guidelines set below.

1. The purposes of the journal are as follows:
 - 1) The development of research in the area of health economics and health care policy, with a view to this forming an academic basis for policy design and its evaluation.
 - 2) The provision of opportunities for scholars and other interested parties to present research results in the area of health economics and policy.
 - 3) The promotion of free exchange and the discussion of views, ideas, and opinions among all persons concerned with the various dimensions of health economics and health care policy.
2. Primarily, the following types of articles are accepted for publication:
 - 1) Research Papers: These are articles presenting detailed, original, empirical and/or theoretical research, and providing a clear statement and explanation of the objectives, method, and result of the research in question.
 - 2) Research Notes: These comprise small and concise notes on the original research, or articles containing new views and opinions of academic value that do not meet the standards of a research paper.
 - 3) Research Reports: These include reports on particular data, surveys, experiments, and other such matters, along with reports on improvements in research methodologies that can provide useful information for future research activities.
 - 4) Other articles that are approved by the Editorial Committee may be published.
3. Authors are subject to no restrictions with regard to their areas of research interest and expertise. The authors are not required to be members of the Institute for Health Economics and Policy and/or the Japan Health Economics Association.
4. Authors should email the main text of their articles along with the figures/tables and the abstract, and should, in addition, send a hard copy of the articles through regular mail. Articles once submitted will not be returned. Authors may express a preference as to whether their articles are to be published as a research paper, as research notes, or a research report, although author preferences regarding article type will not be binding upon the Editorial Committee.
5. Authors should follow the Writing Guidelines attached with the Authors' Guidelines. When asked by the Editorial Committee to make revisions, authors are expected to revise their articles in full accordance with the requirements of the Committee and to resubmit their completed and revised articles. If a resubmission is not made within 90 days from the date of notification, the submission will be considered as withdrawn. However, the 90-day limit will not apply in cases where the Editorial Committee decides that there is a valid reason for the delay.
6. In the case of articles based on research that has been supported by grants, fellowships, or other such funding, authors are required to provide the names of the awarding institutions or organizations concerned, the research title, the year the grant/fellowship was received, and all other relevant information in their acknowledgements.
7. The authors must clearly indicate that all research involving human subjects was conducted in accordance with the standards set out in the Ethical Guidelines for Epidemiological Studies and Ethical Guidelines for Clinical Research.
8. In the case of research concerning the assessment of health care technology, authors are advised that the Editorial Committee may, if necessary, request information regarding possible conflicts of interest prior to the evaluation of the articles concerned.
9. Decisions regarding the acceptance of articles for publication and the designation of the type of article will be made by the Editorial Committee on the basis of the referees' reports. Submissions that do not meet the standards for research papers may be published as research notes or research reports.
10. The Editorial Committee can comment on the papers accepted for publication if points related to research designs of the papers are made and/or opinions on paper reviews are divided. In that case, the authors will be notified of such comments.
11. Authors are advised that the Institute for Health Economics and Policy will retain the copyrights for all the works accepted for publication. The authors of the papers accepted for publication will be requested to sign a consent form for copyrights transfer.
12. There is no publication fee for the published papers. Extra copies of published papers will be provided at actual cost price upon the authors' request.
13. Articles accepted and published as research papers will be eligible for being considered for "Association's Paper Award" for the most valuable article of the year and the award-winning author(s) will be honored with an award certificate by Japan Health Economics Association and with an extra award by Institute for Health Economics and Policy.
14. Authors should assume principal responsibility for proofreading of the paper for language (English) related issues. Therefore, when the level of English does not meet the standard, authors may be requested to bear reasonable expenses for additional proofreading done by the Editorial Committee.
15. Articles should be sent to the following address:

Editorial Office of the Japanese Journal of Health Economics and Policy:
 Institute for Health Economics and Policy
 No. 11 Toyo Kaiji Building 2F, 1-5-11 Nishi-shinbashi, Minato-ku
 Tokyo 105-0003 Japan
 Telephone: (+81) 3-3506-8529; Fax: (+81) 3-3506-8528
 E-mail: kikanshi@ihep.jp

"Japanese Journal of Health Economics and Policy"

Manuscript Submission and Specifications

1. Format of articles

Articles are to be submitted in the format of an A4-size Microsoft Word document file with 36 lines per page. As referee reading will be conducted anonymously, the following four items should be included on the cover page (first page), while the main text should appear from the body page (second page) onward and acknowledgements should not be included from that page onward. (1) The title of articles, the name, title and institutional affiliation of authors, acknowledgements, and the date of submission must be entered clearly on the cover page. (2) The name, title, institutional affiliation, address, telephone number, fax number and email address of authors should also be provided separately for contact purposes. (3) In the case of co-authored articles, the email address of all the authors concerned must be supplied in full. (4) Where articles are based on research that has been supported by grants, fellowships or other such funding, authors are to give the name of the awarding institutions or organizations concerned, the year of the award and all other relevant information in their acknowledgements.

2. Articles in Japanese should be no longer than 12 pages, with 40 characters per line. Articles in English should be no longer than 6,000 words, excluding the cover-page, figures/tables and abstract.

3. An abstract of about 1,000 characters in Japanese or about 400 words (double-spaced) in English should be prepared and attached to the article.

Up to 10 Japanese and 10 English keywords are to be selected for article searches and listed at the end of the abstract. Keywords in English should as a rule be in lower case letters.

4. Endnotes (e.g., 'Note 1') should be placed together at the end of the main text of the article in numerical order.

5. Bibliographical references should be numbered by superscript next to the citations in the main text of articles, and the full references should be listed at the end of the main text in numerical order with all numbers clearly indicated. Up to three authors for individual works may be listed in bibliographical references, but for works with four or more authors the name of the first author only should be given and followed by 'et al.'

The following specimen examples are to be taken as standard for contributing authors:

Journal articles:

1) Wazana, A. Physicians and the pharmaceutical industry: is a gift ever just a gift? *Journal of American Medical Association* 2000; 283: 373-380.

Books:

1) Organization for Economic Co-operation and Development. *A System of Health Accounts*. Paris: OECD Publications, 2000.

Translations:

1) Fuchs, V., 1991. National health insurance revisited. *Health Affairs [Winter]*, 7-17. (Translated by Emi, Niki, Kenjo. *Future of Healthcare Policy*. Keiso Shobo, 1995. 245-261).

6. Figures and tables are to be numbered sequentially, with captions added and sources clearly indicated. Figures should not be entered into the main text of articles, but should rather be placed individually in separate attachments with the places for insertion indicated in the right margin of the main text.

7. Roman and Arabic numerals and letters used for outlines should as a rule be set out in the order as follows: 1. (1) a) ...

Effective on and from 31 March 2008