

Reviewing guidelines for [Health Services Research](#) September 2024

GETTING THE MANUSCRIPT: TWO OPTIONS

- URL in the email from hsr@aha.org with subject, "Invitation to review - HSR-XX-XXXX."
- Review tab of your account in the *HSR ScholarOne system*.

WRITING YOUR REVIEW

- Aim for 500-1000 words.
- Be respectful.
- Put accept/reject recommendations in *Confidential Comments to the EIC*, not to Authors.
- Use these questions as a overall guide:
 - What is this study about, in 2-3 sentences?
 - What are the main strengths and weakness?
 - What are your top suggestions for major revisions (typically at least 3-5)?
 - o Consider organizing these by manuscript section (Introduction, Methods, etc.).
 - What minor revisions would improve clarity, readability, and methodological rigor?
- Use these questions as a more detailed guide:
 - Is it [appropriate for HSR](#)? Does the study:
 - o Provide new knowledge about methods, concepts, and results on health services financing, organization, delivery, evaluation, and outcomes?
 - o Inform researchers, health care providers, health system managers, and/or policymakers?
 - o Expand understanding of health care and improvement of individual and community health through U.S. clinical practice, management and policy?
 - Does the study meet HSR standards?
 - o Is it original, important, and relevant?
 - o Are the background and study objective up-to-date?
 - o Are the research question, methods, and results clearly, consistently described?
 - o Do results support the conclusions and reflect the research question?
 - o Does the Discussion give context to results including a literature comparison and implications for research, policy, or practice?
 - o Are exhibits and supplemental material clear, with relevant, understandable data?
 - o Does it adhere to guidelines on disparities, particularly for race and ethnicity ([AHA/ASA Journals Disparities Research Guidelines](#), [CDC Preferred Terms](#))?

SUBMITTING YOUR REVIEW

- From the Review tab of your [ScholarOne](#) account, use checkboxes to rate the manuscript.
- Use the *Confidential Comments to the EIC* box to recommend reject, accept, or revise.
- Use the *Comments to the Author* box for your detailed, specific critique and suggestions.

Resources: [author instructions](#) including the submission checklist, [example papers](#), [Wiley tips](#)
Need help or have feedback? Email hsr@aha.org. Thank you!