

OTJR: Occupational Therapy Journal of Research

Impact Factor: 1.5

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Submission guidelines



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Sage is committed to upholding the integrity of the academic record. We encourage authors to refer to the Committee on Publication Ethics' [International Standards for Authors](#) and view the [author responsibilities section](#) on the Sage Journal Author Gateway.

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Key information

Access: Subscription

Accepts preprints? Yes

Identity transparency: Double anonymized

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Figures submitted in color will be published in color in the online version of the journal at no cost. If you wish to have color figures in the printed version, the following fees apply: The first color image is \$800, and it is \$200 for any additional color images within the same contribution.

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Preparing your manuscript for submission

Your article must be within the scope of the journal and be of sufficient quality. If not, it will not be reviewed. Please read the journal's [Aims and Scope](#) to see if your article is appropriate.

The manuscript must be your original work, you must have the rights to the work, and you must have obtained and be able to supply all necessary permissions for the reproduction of any copyright works not owned by you, including figures, illustrations, tables, lengthy quotations, or other material previously published elsewhere.

[Click here to download a Word version of the manuscript guidelines for the journals.](#)

Article types

Please visit the Sage Journal Author Gateway for [guidance on producing visual and/or video abstracts](#).

OTJR: Occupational Therapy Journal of Research publishes:

- Full-length original research articles, which include empirical translational or basic research studies with quantitative, qualitative, or mixed methods designs.
- Review articles, including systematic reviews, meta-analyses, scoping reviews, or other scholarly reviews that adhere to rigorous reporting guidelines.
- Brief Reports that represent a short report of original research that is pilot or exploratory in nature or addresses a discrete research question and lacks broad implications
- Letters to the editor, and
- Forum proceedings that inform and/or advance the science of occupational therapy. Submissions will be determined by invitation from the Editor-in-Chief, or topic proposals may be submitted directly to the Editor-in-Chief for consideration.
- Invited reviews or commentaries, by invitation from the Editor-in-Chief. Topic proposals may be submitted directly to the Editor-in-Chief for consideration.

OTJR **does not** accept research protocol or occupational therapy education focused manuscripts.

Word Limit per Submission Type Word limits for manuscript submissions vary by submission type, as outlined below. Words contained in Tables, Figures, References, or Supplementary Files are **NOT** included in the word count.

Submission Type	Word Limit
<ul style="list-style-type: none">• Full-length original research• Scholarly review articles• Invited commentary / review• Forum proceedings	5,500 words

<ul style="list-style-type: none"> • Brief Reports 	3,000 words
<ul style="list-style-type: none"> • Letters to the editor 	500 words

Word Limit Exceptions

OTJR recognizes that some manuscripts require additional content to comply with established reporting guidelines (e.g., CONSORT, PRISMA, STROBE). In such cases, authors may request a word limit exception at the time of submission by emailing the Editor-in-Chief. Exceptions will be considered to ensure full adherence to reporting standards while maintaining the clarity and quality of the manuscript.

Original Research Article and Occupational Science Section

Full-length research articles may include data-driven quantitative, qualitative, or mixed-methods designs. When the journal announces a call for a Special Issue, the Special Issue should adhere to the guidelines listed here, in addition to in the information stated in the call for papers.

Introduction: The introduction should include: a literature review of the topic, clearly defined objectives/hypotheses/aims/research questions, and a rationale for conducting the study. Objectives should identify the specific aim or outcome of the study.

Methods: The methods section should clearly outline the: study design, setting and location, process of participant selection and eligibility criteria, participant consent, measures/variables/assessments, outcomes, data collection and analyses. Please state whether an ethics or institutional review board approval was obtained; if not, provide a rationale.

Results: The results section should provide a clear interpretation of the results, consistent with the quantitative, or qualitative, or mixed methodology used.

Discussion: The discussion section should: restate the purpose of the study, explore the study findings in comparison to the current literature, address study limitations and strengths. Discussion should include an emphasis on the implications of the research to occupational therapy practice or occupational science.

Conclusions: The conclusion section should: answer the study's objectives/hypotheses/aims/research questions, include how the manuscript contributes to the further improvement/ understanding of occupation, participation and/or health, and address how the manuscript contributes to the evidence base of occupational therapy practice and/or the advancement of occupational science.

Brief Reports

A Brief Report is a short report of original research that is typically pilot or exploratory in nature or that addresses a discrete research question and lacks broad implications. The research can be of any design. A brief report may present an update on previously reported work if it includes new data, results, etc. Authors should follow author guidelines for reporting original research to the extent possible, given the established word limit.

Forum Proceedings

Forum Proceedings should include the following:

Introduction: The introduction should include a literature review of the topic, the history and purpose of the present forum, information on prior forums on this topic (if applicable), the rationale for conducting a forum on this topic (e.g., why this format, why now, and why with these stakeholders), and outline the objectives of the forum. Objectives should identify the specific aim or outcome of the forum.

Methods: The methods section should outline participants, partners, and organizations, specifically: who convened the forum, and who were the invited participants and/or stakeholders at the forum, and their roles. Descriptive statistics of participant demographics (e.g., discipline area, credentials, levels of expertise, etc.) should be provided if possible. The setting and procedures for the forum should be outlined, specifically: the location, duration, and description of forum agenda and areas of focus; how were panels convened, and by whom; and whether there is an external reference/archive to the forum contents and/or presentations. Please note whether an ethics or institutional review board approval was obtained; if not, provide a rationale. Data evaluation should be outlined, specifically with regards to how participant feedback was obtained, evaluated, and integrated into the outcome of the forum; and how consensus was reached.

Results: The results section should summarize specific outcome recommendations and the level of consensus for each, as applicable.

Discussion: Discussion should further explore each outcome/recommendation for future directions and priorities, pertaining to clinical practice, research, public health, and/or policy. Discussion should further situate outcomes in relation to existing evidence or literature when feasible.

Conclusions: Conclusions should be completed as per the guidelines for full-research article submissions.

Letters to the Editor

Letters should provide thoughtful scientific criticism, rebuttal, or personal data relating to research articles or commentary published in *OTJR: Occupational Therapy*

Journal of Research. No more than five citations and references can be included. Unless specifically indicated to the contrary, all letters will be assumed to be for publication and will be subject to the same editorial revision policies as other manuscripts.

All manuscript submissions must be typed in Times New Roman, with a 12-point font size. The line spacing must be double-spaced throughout the manuscript, including the title page, abstract, main document, references, acknowledgments, figure legends, and tables. Each page should be numbered sequentially. Each page should have 1-inch margins on all sides, with the right side of the text unjustified.

[cmscontent/OTJ/OTJR-MSG-2024](#)

Clinical trial registration

The journal conforms to the [ICMJE requirement](#) that clinical trials are registered in a [WHO-approved public trials registry](#) at or before the time of first participant enrollment as a condition of consideration for publication. The trial registry name and URL, and registration number must be included at the end of the abstract.

Reporting guidelines

The relevant [EQUATOR Network](#) reporting guidelines should be followed depending on the type of study. The [EQUATOR wizard](#) can help you identify the appropriate guideline (. Below are some examples:

- Randomized trials: All randomized controlled trials should include a completed [CONSORT](#) flow chart as a cited figure and the completed [CONSORT](#) checklist as a supplementary file. Additionally, OTJR requires authors to provide sufficient detail on interventions to support replication, implementation, and translation of research into practice. Authors reporting on intervention studies should use the [Template for Intervention Description and Replication Rehabilitation checklist \(TIDieR - Rehab\)](#) in conjunction with the appropriate reporting guideline (e.g., CONSORT). The completed TIDieR checklist should be submitted as a supplemental file, and relevant details should be integrated into the manuscript text as appropriate. This ensures interventions are clearly described for clinicians, educators, researchers, and policy makers who may seek to apply findings in occupational therapy practice.
- [Systematic reviews](#): Systematic reviews should include a completed [PRISMA](#) flow chart as a cited figure and a completed [PRISMA](#) checklist as a supplementary file.

Other resources can be found at [NLM's Research Reporting Guidelines and Initiatives](#)

If your research involves animals, you will be asked to confirm that you have carefully read and adhered to the [ARRIVE guidelines](#).

Accepted file types

The preferred format for your manuscript is Word. You do not need to follow a template, but please ensure your heading levels are clear, and the sections clearly defined.

Your article title, keywords, and abstract all contribute to its position in search engine results, directly affecting the number of people who see your work. For details of what you can do to influence this, visit [How to help readers find your article online](#).

Title

Your manuscript's title should be concise, descriptive, unambiguous, accurate, and reflect the precise contents of the manuscript. A descriptive title that includes the topic of the manuscript makes an article more findable in the major indexing services.

Abstract

Articles should include an abstract that clearly and concisely summarizes the manuscript. The abstract should be written in one paragraph. Abstracts should be no more than 150 words. During the submission process, copy and paste the abstract into the designated section. If your research includes clinical trials, the trial registry name and URL, and registration number must be included at the end of the abstract. Submissions that do not meet this requirement will not be considered.

For clinical trials, the trial registry name and URL, and registration number must be included at the end of the abstract.

This journal includes video abstracts, plain language summaries. For more information on how to prepare a plain language summary, [please see this page](#).

Plain language summaries

A plain language summary (PLS) must be provided for all article types that require an abstract. The plain language title (approx. 50 words) and plain language summary (approx. 300 words) should describe the article using non-technical language, making it accessible to a wider network of readers. More information and [guidance on how to write a PLS](#) can be found on our Author Gateway.

PLS are published directly below the scientific abstract and are open access making it available online for anyone to read. Peer review of the PLS will be conducted following our [PLS reviewer guidelines](#). When submitting, authors should enter their plain

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Keywords

Please include a minimum of 3 keywords, listed after the abstract. Keywords should be as specific as possible to the research topic. The keywords should reflect the manuscripts content area and/or methodology. Key words do not need to be listed on the manuscript files or title page.

Artwork, figures, and other graphics

The manuscript submission should have a maximum of five tables and figures, combined. Tables and Figures are **NOT** counted within the word limit.

Instructions for Tables are as follows:

Submit Tables in a separate document, with each Table on a new page within a word processing document (e.g., DOCX).

Tables may be submitted in separate documents as per the preference of the author. Format each Table according to APA 7th edition, with proper numbering and a table title.

Indicate the location of the table in the manuscript with a placeholder (example:). During submission, select “Table” from the file designation pull-down menu.

Instructions for Figures are as follows:

Submit each Figure in a separate file.

Submit Figures as digital images with high resolution (at least 300 dpi) in JPEG or TIFF format.

Submitting images that are embedded into Word or PowerPoint® files are NOT acceptable.

Figures will be printed in black and white only. Figure legends should not be included in the digital image. Instead, indicate the location of the figure in the manuscript with a placeholder that represents the figure legend (example:)

During submission, select “Figure” from the file designation pull-down menu.

For guidance on the preparation of illustrations, pictures, and graphs in electronic format, please read Sage’s [artwork guidelines](#).

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The Title Page should include:

- Article title
- The full list of authors including names and affiliations of each
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 - **All persons eligible for authorship must be included at the time of submission (please see the authorship section for more information).**
- Contact information for the corresponding author: name, institutional address, phone, email
- Acknowledgments section
- Declaration of conflicting interest
- Funding statement
- Ethical approval and informed consent statements
- Data availability statement
- Any other identifying information related to the authors and/or their institutions, funders, approval committees, etc, that might compromise anonymity.

Acknowledgments

If you are including an Acknowledgements section, this will be published at the end of your article. The Acknowledgments section should include all contributors who do not

meet the criteria for authorship. Per [ICMJE recommendations](#), it is best practice to obtain consent from non-author contributors who you are acknowledging in your manuscript.

Writing assistance and third party submissions: if you have received any writing or editing assistance from a third-party, for example a specialist communications company, this must be clearly stated in the Acknowledgements section and in the covering letter. Please see the [Sage Author Gateway](#) for what information to include in your Acknowledgements section. If your submission is being made on your behalf by someone who is not listed as an author, for example the third-party who provided writing/editing assistance, you must state this in the Acknowledgements and also in your covering letter. **Please note that the journal editor reserves the right to not consider submissions made by a third party rather than by the author/s themselves.**

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To ensure proper anonymization, please include a section with the heading 'Statements and Declarations' on your title page, after the Acknowledgements section [and Author Contributions section if applicable] including each of the sub-headings listed below. If a declaration is not applicable to your submission, you must still include the heading and state 'Not applicable' underneath. Please note that you may be asked to justify why a declaration was not applicable to your submission by the Editorial Office. This information will be added to the end of your published paper.

Ethical considerations

Please include your ethics approval statements under this heading, even if you have already included anonymous ethics approval information in your methods section. If ethical approval was not required, you need to explicitly state this. For studies involving human participants, human data, or human tissue, include the full name of the Institutional Review Board (IRB) or Ethics Committee and the associated approval/reference number. A statement confirming whether the procedures followed were in accordance with relevant institutional or national ethical standards and consistent with the revised (2000) Helsinki Declaration. Confirmation that appropriate informed consent procedures were used, that participants were informed of study risks and benefits, participation was voluntary, and identity will not be disclosed. Assurance of appropriate confidentiality and data security handling All papers reporting studies involving human participants, human data or human tissue must state that the relevant Ethics Committee or Institutional Review Board approved the study, or waived the requirement for approval, providing the full name and institution of the review committee in addition to the approval number. If applicable, please also

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Please include any participant consent information under this heading and state whether informed consent to participate was written or verbal. If the requirement for informed consent to participate has been waived by the relevant Ethics Committee or Institutional Review Board (i.e. where it has been deemed that consent would be impossible or impracticable to obtain), please state this. If this is not applicable to your manuscript, please state 'Not applicable' in this section. More information and example statements can be found on our Publication ethics and research integrity policies page.

Consent for publication

Submissions containing any data from an individual person (including individual details, images or videos) must include a statement confirming that informed consent for publication was provided by the participant(s) or a legally authorized representative. Non-essential identifying details should be omitted. Please do not submit the participant's actual written informed consent with your article, as this in itself breaches the patient's confidentiality. The Journal requests that you confirm to us, in writing, that you have obtained written informed consent to publish but the written consent itself should be held by the authors/investigators themselves, for example in a patient's hospital record. The confirmatory letter may be uploaded with your submission as a separate file in addition to the statement confirming that consent to publish was obtained within the manuscript text. If this is not applicable to your manuscript, please state 'Not applicable' in this section.

Declaration of conflicting interest

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Subject to appropriate ethical and legal considerations, authors are encouraged to:

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The journal follows the APA reference style. View the [APA guidelines](#) to ensure your manuscript conforms.

Every in-text citation must have a corresponding citation in the reference list and vice versa. Corresponding citations must have identical spelling and year.

Authors should update any references to preprints when a peer reviewed version is made available, to cite the published research. Citations to preprints are otherwise discouraged.

Supplemental material

This Journal can host additional materials online (e.g. datasets, podcasts, videos, images etc.) alongside the full text of the article. Your supplemental material must be one of our accepted file types. For that list and more information please refer to our [guidelines on submitting supplemental files](#).

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As part of the submission process you will need to confirm that this is your original work, that you have the rights in the work, that this is for first publication in this Journal, that it is not being considered for/has not already been published elsewhere, and that you have obtained and can supply all necessary permissions for the reproduction of any copyright works not owned by you.

Please see our [guidelines on prior publication](#) and note that the journal may accept submissions of manuscripts that have been posted on preprint servers.

Inclusive Language Guidelines *OTJR: Occupational Therapy Journal of Research* recommends:

- Names of conditions are more specific than categories of conditions or general references, such as "people with disabilities." The language to use for disability is evolving. The important part is to maintain the integrity of all individuals as human beings and also use the naming convention that is acceptable to the population in your study.
- Person-first vs. identity-first language:
 - Person-first language emphasizes the person, not individual's disabling or chronic condition (e.g., person with paraplegia, people with substance use disorders, people with intellectual disabilities)

- Identity-first language can be used when the disability becomes the focus, which allows the individual to claim the disability and choose their identity rather than permitting others to name it or select terms with negative implications (e.g., blind person, autistic person, amputee)
- It is permissible to use either approach or to mix person-first and identity-first language unless, or until, you know that a group or individual clearly prefers a specific approach.
- Neurodiversity is a term that has been embraced by many advocacy movements by, and on behalf of, affected individuals, such as people with autism spectrum disorders and learning disabilities, because it shows there are natural variations in brain differences.
- Refer to individuals with disabilities as “patients” or “clients” within the context of a health care setting.

OTJR: Occupational Therapy Journal of Research requests that authors **avoid**:

Avoid “othering” terms, slurs, and excessively negative labels.

Avoid pictorial metaphors or negativistic terms that imply restriction (e.g., “wheelchair bound”), excessive and negative labels (e.g., “AIDS victim”), and slurs (e.g., “cripple”).

Avoid euphemisms that are condescending when describing individuals with disabilities (e.g., “special needs,” “physically challenged,” “handi-capable”).

Avoid reducing people with disabilities to a list or group of deficiencies.

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Please enter the preprint DOI in the designated field when submitting your manuscript. We advise that you inform the Journal Editorial office about your posted preprint at submission.

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Manuscripts should only be submitted with the consent of all contributing authors. The individual responsible for submitting the manuscript should carefully check that all those whose work contributed to the manuscript are listed as authors.

Ensure you upload all relevant manuscript files, including any additional supplemental files (including reporting guidelines where relevant).

Authorship

Please [view our authorship policies](#), which includes information on criteria for authorship, who should be the corresponding author and more.

Please note that AI chatbots, for example ChatGPT, should not be listed as authors. For more information see the [policy on Use of ChatGPT and generative AI tools](#).

Files

- **Cover letter.** Every manuscript submission must be accompanied by a cover letter, addressed to the Editor-in-Chief. In the cover letter, please make sure to specify the type of submission (e.g., full-length research article, book review, letter to the editor, or forum proceeding). Include a general description of the submission and its content. Also, provide a rationale for why the submission will make a substantive contribution to the journal. During the submission process, copy and paste, and upload the cover letter into the designated section.
- **Title Page** with all required identifying information as laid out in Preparing your manuscript for submission (above). This **will not** be sent to the peer reviewers.
- Your **manuscript**, properly formatted and anonymized according to all stipulations above, and within the scope of the journal. Any information that compromises the anonymity of the author(s) should be removed or anonymized and included on the Title Page instead. See above for more information on anonymization. This version **will** be sent to the peer reviewers.
- **Figures and images.**
 - All figures must be numbered consecutively in the order in which they appear in the text – they will appear in the published article in the order they are numbered.
 - Figure resolution is 300dpi. [More information on figure/image preparation can be found here.](#)
- **Supplemental material.** This journal can host additional materials online (e.g. datasets, podcasts, videos, images, etc) alongside the full-text of the article. Your supplemental material must be one of our accepted file types. For that list and more information please refer to our [guidelines on submitting supplemental files](#).
- **Randomized trials:** All randomized controlled trials should include a completed [CONSORT flow chart](#) as a cited figure and the completed [CONSORT](#) checklist as a supplementary file.
- **Systematic reviews:** Systematic reviews should include a completed [PRISMA](#) flow chart as a cited figure and a completed [PRISMA](#) checklist as a supplementary file.

Author Guidelines for Revisions Authors may submit a revised version of their manuscript to the journal if they receive a decision that requests revision and resubmission. Revised manuscript submissions must include at least three documents: (1) cover letter with full information on author information; (2) anonymous response letter to reviewers; and (3) a revised version of the manuscript that clearly identifies all changes made.

Cover letter: Submit the cover letter as a separate document. Address the cover letter to the Editor-in-Chief. In the cover letter, state that you are resubmitting the manuscript and that you have addressed all of the reviewers' comments. The cover letter may be unblended.

Response letter to reviewers: Submit the response letter to reviewers as a separate document. This document must be separate from the cover letter and must not include any identifying information, as it will undergo peer review. The response letter should be itemized, clearly indicating how each piece of reviewer feedback was addressed. Upload this document to the 'Manuscript Files' section of the submission site, and ensure it is labeled as a 'Response to Reviewers' document.

Revised version of the manuscript that highlights all changes made: Submit the revised version of the manuscript as a separate document. Highlight all changes made; for example, through using track changes, highlighting the text, or using a different font color. Do not include any identifying information, as the revised manuscript will be peer reviewed. Do not submit a clean copy of the revised manuscript. Ensure you adhere to all guidelines listed under Manuscript Preparation (e.g., maximum word count as outlined above, dependent on submission type).

Other information required for submission

- ORCID ID of the submitting author.
 - It is strongly encouraged that all co-authors ensure their ORCID IDs are linked to their accounts in the submission system prior to article acceptance, as this is the only way to have their ORCID ID present on the published article. **ORCID IDs cannot be added to manuscripts after acceptance/publication.** Please note that each co-author must log in to the submission system to add their own ORCID ID to their account. To add an ORCID ID, edit your account, click the link when prompted, and sign into your ORCID account to validate your ID. You will then be redirected back to the submission system and your ORCID ID will become part of your accepted publication's metadata.
 - [Please create an ORCID ID](#) if you do not already have one or visit our [ORCID homepage](#) to learn more.
- Complete list of authors, with their institutional affiliations.
 - The author information you enter at submission must exactly match what is included on your manuscript and/or title page, including full names, academic affiliations, and corresponding author contact details.
 - **The listed affiliation should be the institution where the research was conducted.** If an author has moved to a new institution since completing the research, the new affiliation can be included in a note at the end of the manuscript.
 - **All listed authors must meet the criteria for authorship (above).**
 - **All persons eligible for authorship must be included at the time of submission.**
 - All authors must have given consent for the manuscript to be submitted in its current form.

- Keywords: During submission, you may be asked to select or enter keywords for your manuscript. These keywords are used to match appropriate reviewers to your manuscript.
- The number of figures, tables, and words in your manuscript.
- Funder information: Name, grant/award number.
- You may be required to enter your declaration of conflicting interest as part of the submission process, in addition to listing it on your manuscript and/or title page. Please have it on hand.
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Peer review policy

The following summary describes the peer review process for this journal:

Identity transparency: Double-anonymized

Reviewer interacts with: Editor

Review information published: None

Your manuscript will undergo an initial evaluation. If it does not conform to the requirements laid out in these guidelines, it will be returned to you for amendments prior to peer review. Manuscripts may be desk rejected without peer review at this point if they are out of scope for the journal or otherwise unsuitable.

After passing the initial evaluation, your manuscript will then be peer reviewed. You can log in at any time to check the status of your manuscript. We will notify you when a decision has been reached.

OTJR: Occupation, Participation and Health adheres to a rigorous double-anonymized reviewing policy in which the identity of both the reviewer and author are always concealed from both parties. At least Two independent reviews are required for a manuscript to reach a Revise or Accept decision.

To ensure the integrity of the peer review process we assign reviewers and cannot accept author recommendations.

All manuscripts are reviewed as rapidly as possible, while maintaining rigor. Reviewers make comments to the author and recommendations to Associate Editor and/or Editor. The Editor then makes the final decision on all manuscripts, including those appearing in a special issue or special collection. The average time to first decision is

published annually in the January Editorial. The Editor or members of the Editorial Board may occasionally submit their own manuscripts for possible publication in the Journal. In these cases, the peer review process will be managed by alternative members of the Board and the submitting Editor/Board member will have no involvement in the decision-making process.

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