

Manuscript Submission Form

Updated October 16, 2022

Tentative title:

Date:

Please complete each section, 1-9, initialing wherever an “x” appears next to a blank line.

A copy of this form must be submitted with all manuscripts. Email to editor-jahvma@ahvma.org.

1. Prior Publication and Concurrent Submission

x_____As corresponding author, I affirm that neither the manuscript nor any of its parts, including tables and figures, has been published or submitted for publication in any compiled printed (e.g., journals, symposia, proceedings, newsletters, and books) or electronic format (e.g., websites and digital publications) and that neither the manuscript nor any of its parts will be published or submitted for publication elsewhere while it is under consideration by the *Journal of the American Holistic Veterinary Medical Association (JAHVMA)*. Further, I understand that publication of an abstract of the manuscript that is less than 250 words long does not violate this policy, but that publication of longer abstracts may preclude publication of the manuscript. I have included with this submission copies of any abstracts of the manuscript that have been published, submitted for publication, or are expected to be submitted for publication.

x_____As corresponding author, I affirm that all tables, figures, and images in the manuscript are originals or that permission has been obtained to reprint, in this specific manuscript, any tables, figures, and/or images that are not the property of any of the authors of this manuscript. Note: Documentation of all permissions should be submitted along with this document. A pdf image of an email communication is acceptable. In the manuscript, the corresponding legend for the reprinted item should include the appropriate attribution.

2. Authorship

x_____As corresponding author, I affirm that each author listed has contributed to the intellectual content of the manuscript, has participated sufficiently to take public responsibility for interpretations and conclusions given in the work, has approved the submitted version, and will be given the opportunity to approve any revisions.

3. Funding

All sources of third-party funding received by the authors or their institutions at any time, for any aspect of the submitted work, must be disclosed. Third parties include government, commercial, private foundations, etc. and include but are not limited to grants, data monitoring board, study design, manuscript preparation, and statistical analysis.

_____ As corresponding author, I affirm that all sources of funding and financial support for all authors have been indicated in the manuscript in a separate "Acknowledgments" section and are enumerated here:

Funding source 1: _____

Description of funding:

Funding source 2: _____

Description of funding:

4. Conflict of Interest

Readers of your manuscript must be provided with information about your personal and business interests that could influence how they receive and understand your work. In the interests of scientific integrity, *JAHVMA* is most concerned about financial support from companies or other sources that could have unduly influenced the work described in the manuscript. Financial interests include ownership, employment, consultancy arrangements, and service as an officer or board member (past or present) with companies that manufacture products that are the subject of this research and with companies that manufacture competing products.

Note: If an author is concerned about the need to list all speaking engagements for which they may have received only an honorarium and/or travel expenses, the author may submit a blanket acknowledgment of that financial support (e.g., "I have a history of extensive professional speaking engagements for which I have received compensation only in the form of honoraria and travel expenses."), as long as none of those engagements were with a company that could influence the work.

_____ As corresponding author, I affirm that all conflicts of interest for all authors have been indicated in the manuscript in a separate "Acknowledgments" section and are enumerated here:

Author's name: _____

Conflict of interest:

Author's name: _____

Conflict of interest:

5. Intellectual Property -- Patents & Copyrights

_____ As corresponding author, I affirm that all patents, whether planned, pending, or issued, for all authors, are enumerated here:

Author's name: _____

Patents:

6. Miscellaneous Relationships and Activities

Are there other relationships or activities pertaining to the authors of the Work that readers could perceive to have influenced, or that give the appearance of potentially influencing, the submitted paper?

_____ Yes, the following relationships/conditions/circumstances are present (explain below):

_____ There are no other relationships/conditions/circumstances that present a potential conflict of interest.

7. Retraction Prevention

The *Journal of the American Holistic Veterinary Medical Association (JAHVMA)* is a peer-reviewed journal. However, accuracy of all material included in publications is ultimately the responsibility of the author(s).

The AHVMA highly recommends that all authors check their references to be sure none have been retracted, in whole or in part, utilizing one of the public access retraction monitoring databases. The Center for Scientific Integrity offers Retraction Watch:

<http://retractiondatabase.org/RetractionSearch.aspx>

Exemption for Employees of the US Federal Government The undersigned attest that all authors were employees of the US government at the time that this submission was prepared and that the submission was written as part of the of authors' official duties or that, if one or more authors were not employees of the US government, that the submission was prepared as a work-for-hire for the US government. (Such submissions are not subject to copyright.)

Authors' signatures	Authors' names (please type or print)	Date signed
_____	_____	_____
_____	_____	_____
_____	_____	_____

10. Authors' recommendations for reviewers

Authors may suggest up to five individuals (minimum of three) to be considered by the editorial staff as reviewers for the submitted manuscript. For each individual complete information must be provided below:

Name and degree(s)	Affiliation	Email address
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____