

# Author Guidelines

## *The Ohio Family Physician*

### Introduction & Background

*The Ohio Family Physician* is published quarterly in March, June, September, and December in print and digital formats.

Typical subject matter includes features on clinical topics and other subjects that affect today's family physicians including physician wellness, practice management and technology, social determinants of health (SDOH), health equity, and healthcare advocacy and legislation.

The magazine also serves as a vehicle for the Ohio Academy of Family Physicians (OAFP) to communicate important dates, partnerships, conferences, opportunities, and other news with its members.

Disclaimer: The information and opinions published in *The Ohio Family Physician* represent the views of the authors, not those of the publication or the OAFP unless otherwise stated. The acceptance of advertising does not reflect endorsement of products or services by this publication.

### Author Expectations

All member-authored articles submitted to the OAFP for publication in *The Ohio Family Physician* must meet the following guidelines and adhere to the OAFP Inclusive Language Policy.

Any articles that are deemed controversial in nature or in poor taste will be evaluated by the editorial team to determine if they are appropriate for publishing. The editorial team reserves the right to reject or cancel any article at any time. Article topics must be received by the OAFP Communications Manager no later than the specified topic deadline. Any articles received after the final article deadline may no longer be considered for publication.

### **OAFP Inclusive Language Policy**

The Ohio Academy of Family Physicians (OAFP) strives to make its communications cohesive and consistent across all channels, while being equity-focused, inclusive, and mindful of our audiences. The American Academy of Family Physicians (AAFP) Style Guide helps us achieve this standard by providing language that is conscious of and promotes health equity. OAFP publications will include person-first and gender-neutral language because it recognizes that family physicians treat people of all gender identities, socioeconomic backgrounds, ethnicities, and races. The OAFP believes all people should have equitable access to respectful, high-quality, and safe healthcare, and we will reflect this in our membership communication vehicles.

### **Diversity Statement**

The OAFP supports the principle that articles published in *The Ohio Family Physician* should include components that directly address and take into account the unique aspects of diverse populations.

### **People-First Language**

The OAFP uses People-First Language, which is used to speak appropriately and respectfully about an individual with a disability or an illness. It puts people before their diagnosis or condition to avoid

stigmatizing or dehumanizing them. For example, one would say “a person with diabetes” rather than a diabetic patient. Authors are requested to include People-First Language in their articles, unless the group being discussed often has a preference for identity-first language (such as the Deaf community and autistic individuals). The editorial team reserves the right to edit articles in order to adhere to this standard.

### **Gender-Neutral Language**

The OAFP uses Gender-Neutral Language, which includes terms that can apply to any gender. For example, one would use “patient” or “individual” instead of “woman” or “man.” Avoid using gender-specific pronouns if gender specificity is irrelevant. Authors are requested to include Gender-Neutral Language in their articles. The editorial team reserves the right to edit articles in order to adhere to this standard.

### **Social Determinants of Health**

Social Determinants of Health (SDOH) are the conditions under which people are born, grow, live, work, and age. The OAFP supports the assertion that physicians need to know how to identify and address SDOH to be successful in promoting good health outcomes for individuals and populations. In their patient-centered practices, family physicians identify and address the SDOH for individuals and families, incorporating this information in the biopsychosocial model to promote continuous healing relationships, whole-person orientation, family and community context, and comprehensive care. Authors are requested to consider, where applicable, the inclusion of SDOH within their articles.

### **Race-Based Medicine**

As adopted by the AAFP Congress of Delegates, the OAFP recommends against the use of race as a proxy for biology or genetics as race is a social construct and there is no underlying genetic or biological factor that unites people within the same racial category.

The OAFP adheres to the AAFP’s race-based medicine policy statement, adopted in July 2020, which states:

“Race is a social construct that is used to group people based on physical characteristics, behavioral patterns, and geographic location. Racial categories are broad, poorly defined, vary by country and change over time. People who are assigned to the same racial category do not necessarily share the same genetic ancestry; therefore, there are no underlying genetic or biological factors that unite people within the same racial category. By using race as a biological marker for disease states or as a variable in medical diagnosis and treatment, the true health status of a patient may not be accurately assessed, which can lead to racial health disparities.” Race is an inaccurate way of evaluating risk. The risk factor is racism and not race. Inappropriate use of race in certain risk assessments and algorithms can lead to patient harm.

### **Principles**

Through its publications, the OAFP strives to provide high-quality article content developed by family physicians, for family physicians. In these efforts, the OAFP works to reflect and raise up the diverse voices that make up family medicine and the communities in which we serve. The following principles reflect our commitment to these efforts and should be seen as an educational opportunity for all

authors to work together to make our association magazine more inclusive and equitable to promote the health of all Ohioans:

- Avoid heteronormativity, instead use gender-neutral language.
- Use patient/person/community/culture-centered language
- Do not use race as a proxy for biology or genetics; instead, use the experience of systemic racism when describing risk factors for disease.
- Highlight the impact(s) of systems/structures when possible to avoid the impression of blaming victims.

### Accepted Article Types

- Clinical
- Practice Management
- Policy/Advocacy
- Education/Professional Development
- Art of Medicine
- Letter to the Editor

### Author Eligibility

Active or Life members of the OAFP are invited to submit any article type.

Student members, family medicine resident members, family physicians who are non-members, other physicians, and/or healthcare professionals may serve as primary authors, but should either have an Active or Life member of the OAFP serve as a co-author.

Generally, medical students should not serve as primary authors for clinical articles.

### General Contributing Guidelines

- Word count: General interest articles should be approximately 600 words in length. Clinical articles may be as long as 850 words.
- Article content should relate to the interests of family physicians, family medicine residents, and medical students with an interest in family medicine. If you are uncertain about the suitability of your topic as it aligns with an issue's theme, please contact Lauren Heberling by emailing [lheberling@ohioafp.org](mailto:lheberling@ohioafp.org).
- Articles on controversial topics will be judged individually on their merits. The editorial team reserves the right to accept or reject individual contributions in the interest of the readership, space availability, and good taste. The editorial team also may revise copy with these considerations in mind.

- When composing your article, please write in plain English and avoid jargon, complexity, and passive sentences as much as possible. Organize your thoughts logically and simply. All abbreviations should be written out prior to initial use. All articles that contain factual statements should use chronological, in-text references and provide the references in a separate Word document upon submission of their article.
- A desired title and byline should be written at the top of your article.
- Review and proofread your material to perfect both the content and word choice. Prior to submitting the article, it is helpful to have someone else review your copy for readability and accuracy.
- When submitting your article, please include your completed [TOFP Author Information Form](#).

*As of October 2023*