

Instructions for Contributors

The *Journal of Clinical Child and Adolescent Psychology (JCCAP)* is the official journal for the Society of Clinical Child and Adolescent Psychology, American Psychological Association, Division 53. It publishes original contributions on the following topics: (a) development and evaluation of assessment and intervention techniques for use with clinical child and adolescent populations; (b) development and maintenance of clinical child and adolescent problems; (c) cross-cultural and sociodemographic issues that have a clear bearing on clinical child and adolescent psychology in terms of theory, research, or practice; and (d) training and professional practice in clinical child and adolescent psychology as well as child advocacy. Manuscripts that discuss theoretical and/or methodological issues on topics pertinent to clinical child and adolescent psychology also are considered. Authors need not be members of Division 53 to submit articles to *JCCAP*.

Style of Manuscripts. Manuscripts should be prepared according to the guidelines in the *Publication Manual of the American Psychological Association* (5th edition). Typing instructions, including format, organization, and the preparation of figures, tables, and references appear in the Manual. Manuscripts should not exceed 35 pages, including references, footnotes, figures, and tables. Manuscripts that exceed this page limit or that are not prepared according to the guidelines in the *Manual* will be returned to authors without review.

Sample references:

Gudykunst, W. B., Matsumoto, Y., & Heyman, S. (1996). The influence of cultural individualism-collectivism, self construals, and individual values on communication styles across cultures. *Human Communication Research*, 22(1) 510–543.

Kachru, Y. (1995). Cultural meaning and rhetorical styles: Toward a framework for contrastive rhetoric. In G. Cook & B. Seidhofer (Eds.), *Principal and practice in applied linguistics* (pp. 171–184). Oxford, UK: Oxford University Press.

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In recognition of the special vulnerabilities of children as participants in research, the Method section of all manuscripts needs to indicate how informed consent and assent was obtained in the study, and all studies must document appropriate approvals from Institutional Review Boards for studies involving human participants. Also, the Discussion section of all manuscripts must include a section with the heading, *Implications for Research, Policy, and Practice*.

Submitting Manuscripts. *JCCAP* is now using an online submission and review system, Editorial Manager, through which authors submit manuscripts and track their progress up until acceptance for publication. Authors will enter pertinent information into the system and submit the following files: (a) Cover letter file, containing any comments to the editor, a statement indicating that the *findings reported have not been previously published and that the manuscript is not being simultaneously submitted elsewhere*, and a statement that the authors have complied with the American Psychological Association's ethical standards in the treatment of their sample; (b) manuscript file, containing the entire text of the article, including abstract, all text, references, footnotes, and appendixes; (c) figures and tables, which may be submitted as separate files if desired. Please log onto <http://www.editorialmanager.com/jccap> for information and instructions regarding registration and manuscript submission.

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All parts of the manuscript should be typewritten, double-spaced, with margins of at least one inch on all sides. Number manuscript pages consecutively throughout the paper. Authors should also supply a

shortened version of the title suitable for the running head, not exceeding 50 character spaces. Each article should be summarized in an abstract of not more than 100 words. Avoid abbreviations, diagrams, and reference to the text in the abstract.

Brief Reports. *JCCAP* will accept Brief Reports of research studies in clinical child and adolescent psychology. Brief Reports are intended to permit the publication of soundly designed studies that are of specialized interest or narrow focus. Authors who submit Brief Reports are required to include a statement in their cover letter indicating that they agree not to submit the full report to another journal of general circulation.

The Brief Report should give a clear, succinct summary of the study's procedure and as full an account of the results as space permits. Brief Reports should have a limit of 60 characters per line and should not exceed 410 lines for text and references. These limits do not include the title page, abstract, author note, footnotes, tables, and figures. The number of tables, figures, and headings should be limited. Subheadings under the Method section can be omitted, and the Results and Discussion sections can be combined.

Case Studies in Evidenced-Based Practice in Clinical Child and Adolescent Psychology. These manuscripts will describe an example of evidenced-based practice for a child or adolescent client. The case study should illustrate the use of the most current research evidence for making decisions at each stage of treatment delivery. Suggested sections for the case studies include: I. Reason for Referral/ Background Information, II. Assessment and Diagnosis, III. Case Conceptualization and Treatment Planning, IV. Treatment Course, and V. Evaluating Outcome. Key identifying information must be omitted to maintain the participant's anonymity. Manuscripts for this section can be invited by journal editors or submitted by authors. However, all manuscripts will undergo the standard peer-review process of *JCCAP*. Thus, invited manuscripts are not guaranteed acceptance. The primary criterion for determining whether a submission of this type will be published is how well it illustrates the use of research to make decisions required in the case study. Manuscripts of this type are limited to 20 pages, including references, tables, figures, and footnotes. Manuscripts must conform to all other *JCCAP* guidelines for manuscripts.

Masked Review. A masked review procedure will be used on all submitted manuscripts. To prepare manuscripts for masked review, authors' names and affiliations should not appear on the title page or elsewhere in the manuscript file (they can be keyed into the system and placed on a separate page in the cover letter file). Footnotes identifying the authors should be typed on a separate page and submitted in the cover letter file. Authors should make every effort to ensure that the manuscript file itself contains no clues to their identities. Manuscripts that do not comply with these instructions will be returned to the authors without review.

Illustrations. Illustrations submitted (line drawings, halftones, photos, photomicrographs, etc.) should be clean originals or digital files. Digital files are recommended for highest quality reproduction and should follow these guidelines:

- 300 dpi or higher
- Sized to fit on journal page
- EPS, TIFF, or PSD format only
- Submitted as separate files, not embedded in text files

Color illustrations will be considered for publication; however, the author will be required to bear the full cost involved in their printing and publication. The charge for the first page with color is \$900.00. The next three pages with color are \$450.00 each. A custom quote will be provided for color art totaling more than 4 journal pages. Good-quality color prints should be provided in their final size. The publisher has the right to refuse publication of color prints deemed unacceptable.

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