

Drug Court Review Author Guidelines

Published annually, the *Drug Court Review's* goal is to keep the Drug Court practitioner abreast of important new developments in the Drug Court field. Drug Courts (and other treatment courts) demand a great deal of time and energy of the practitioner, allowing little opportunity to read lengthy evaluations or keep up with important research in the field. Yet, the ability to marshal scientific and research information and “argue the facts” can be critical to a program’s success and ultimate survival.

The *Drug Court Review* builds a bridge between law, science, and clinical communities, providing a common tool to all. Scientific jargon and legalese are interpreted for the practitioner in common language.

Although the *Drug Court Review's* emphasis is on scholarship and scientific research, it also provides commentary from experts in the Drug Court and related fields on important issues to Drug Court practitioners. Each volume of the *Drug Court Review* focuses on a specific theme central to the field and features the results of research conducted by both scholars and practitioners. **The theme for the Fall 2020 volume will forthcoming.**

The *Drug Court Review* invites submission of articles relevant to the Drug Court field. This would include but not be limited to drug testing, case management, cost analysis, program evaluation, legal issues, application of incentives and sanctions, and treatment methods.

Article Manuscript Submission

Authors should email manuscripts as Microsoft Word documents to ndcrc@uncw.edu with “Drug Court Review Submission” in the subject line. Manuscripts will be considered on a rolling basis.

UNCW regards the submission of a manuscript to the *Drug Court Review* as a commitment to publish herein; a simultaneous submission to another journal is not permitted.

Manuscripts not meeting the following minimum requirements may be returned to the author(s) without undergoing review:

- All documents saved as Microsoft Word documents
- Chicago Manual of Style format
 - Double-spaced
 - 12-point font
 - 1-inch margins at the top, bottom, left and right
- Title Page Document

- Manuscript title
- List of authors and their affiliations
- Corresponding author's contact information (email, phone number, mailing address)
- Brief one-paragraph biographical sketch for each author
- Manuscript Document (blinded)
 - Maximum of 35 pages
 - All author names and identifying information are to be removed
 - Title at top of first page
 - An abstract (maximum of 200 words)
 - List of keywords
 - Any notes should be numbered and presented as footnotes
 - Tables and Figures in a separate document numbered consecutively by type throughout the article. Insert a location note in the appropriate place of the manuscript text.
 - For example: [Table 1 about here]
 - Citations and References: Chicago Manual of Style format (17th edition)
- Tables and Figures Document
 - Numbered consecutively by type (Table 1, Table 2, Figure 1, Table 3, Figure 2)
 - Because manuscripts will undergo revisions, each figure and table (even small ones) should be on a separate page
- Attestation Document
 - An explicit statement that the submission reflects the original work of the author(s) and is submitted solely to the *Drug Court Review*
 - An explicit statement of IRB approval must accompany any submission involving research with human subjects

Peer-Review Process

Each manuscript will undergo a double-blind peer-review process. The editor in chief will assign manuscripts to two to three subject matter experts highly familiar with the topic and/or methodology. Experts may include practitioners, scientists, policymakers, or administrators.

Using the peer review form supplied by the editor in chief, peer-reviewers are requested to provide written critiques suitable to be communicated directly to the author(s). Peer-reviewers are also asked to make an editorial recommendation:

- Accept as is
- Accept with minor revisions
- Revise and resubmit
- Reject

Papers may be accepted, rejected, or returned to the authors at any point in the peer-review process. The managing editor will provide authors with the Editorial Board's decision and blinded peer reviews. If revisions are requested to a manuscript, they must be received by the editor in chief **within 60 days**, unless prior approval is granted for an extension.

Please direct all inquiries regarding the manuscripts and the submission and peer-review processes to the National Drug Court Resource Center at ndcrc@uncw.edu or Co-editors Dr. Kristen DeVall (910-962-2351) or Dr. Christina Lanier (910-962-7571)