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Editorial Policy and Guidelines

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EDITORIAL POLICY AND GUIDELINES

The **JADARA** is the official organ of the American Deafness and Rehabilitation Association (ADARA). Its focus is on **the application of new knowledge to practice.**

JADARA is intended to be a forum for practitioners and researchers to talk with each other for the purpose of advancing the state of the art in human services. The **JADARA** seeks research which is relevant to practice, and which is communicated in ways which excite, energize, and inspire the work of practitioners. At the same time, it seeks to present the writings of practitioners describing their work, their observations, and their understanding of both of these in ways which are amenable to empirical study and demonstration, and which engage the attention of researchers to phenomena observed to be significant in practice.

As to content and subject matter, **JADARA** material may cover any of the full range of activities and concerns of professionals in deafness and rehabilitation. This specifically includes issues relating to mental health problems and services, since these are a major concern in overall rehabilitation.

With regard to format, **JADARA** pages are primarily devoted to **full-length articles**. In addition, it publishes **Brief Reports**, which are approximately one journal page (two double-spaced typed pages) in length, as a vehicle for new ideas, preliminary results, research studies with provocative results but limited samples, and similar materials. Also of interest are **reviews of test and curriculum materials** and **book reviews** of items of interest to the field. **Letters to the editor** on general issues or in response to previously published articles are especially welcome.

Guidelines for submission of manuscripts

Authors should prepare manuscripts according to the **Publication Manual** of the American Psychological Association (1200 Seventeenth Street, N.W., Washington, D.C. 20036). Manuscripts should be typed double-spaced, and with 1.5" margins on each side. Major articles (but not brief reports) must be accompanied by an **abstract** of 100-150 words which is typed on a separate sheet of paper. Three copies of each manuscript should be submitted, on good quality paper with print quality which is clear and legible. Please be sure that manuscripts printed on dot-matrix printers are dark enough to read and photocopy easily.

The editorial review process is conducted in a manner which is as anonymous as possible. Therefore, each copy of a manuscript should include a separate title page listing the authors' names and affiliations; these should not appear elsewhere in the manuscript. Manuscripts should also be as free as possible of other clues to the authors' identities. However, given the small size of our field, complete anonymity in the review cannot be guaranteed despite these safeguards. The Editor and the Editorial Review Board are committed to a review process which is as professional, fair, objective, and impartial as possible.

Manuscripts and any correspondence or questions regarding **JADARA** publication should be directed to:

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ERRATUM

The correct name of the first author of the article, "An Outline for Working with the Hearing Impaired in an Inpatient Substance Abuse Treatment Program," which appeared in the October 1986 issue of the **Journal of Rehabilitation of the Deaf** (Volume 20, Number 2) is:

Carol Wentzel

The Editor and the **Journal** regret the error.