

**JOURNAL OF THE ACADEMY OF CHIROPRACTIC ORTHOPEDISTS  
EDITORIAL REVIEWER GUIDELINES  
REPORTING TEMPLATE**

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| <b>When assessing the work, please complete the following points:</b> |  |            |           |
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| <b>NO</b>   | <b>QUESTION</b>  | <b>YES</b> | <b>NO</b> |
| 1.  | Is the question posed by the authors new and well defined?   |            |           |
| 2.  | Are the methods appropriate and well described, and are sufficient details provided to replicate the work? |            |           |
| 3.  | Are the data sound and well controlled?  |            |           |
| 4.  | Does the manuscript adhere to the relevant standards for reporting and data deposition?                    |            |           |
| 5.  | Are the discussion and conclusions well balanced and adequately supported by the data?                     |            |           |
| 6.  | Do the title and abstract accurately convey what has been found?   |            |           |
| 7.  | Is the writing acceptable?   |            |           |

**REPORT TEMPLATE:**

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| <b>Confidential comments to editors:</b> |
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| <b>Reviewer's report to authors:</b> |                            |            |           |
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| <b>NO</b>                            | <b>QUESTION</b>            | <b>YES</b> | <b>NO</b> |
| 1                                    | Major Compulsory Revisions |            |           |
| Comment:                             |                            |            |           |
| 2                                    | Minor Essential Revisions  |            |           |
| Comment:                             |                            |            |           |
| 3                                    | Discretionary Revisions    |            |           |
| Comment:                             |                            |            |           |

| <b>Given your assessment of the manuscript, what do you advise should be the next step?</b> |  |            |           |
|---|--|------------|-----------|
| <b>NO</b>   | <b>ACTION</b>  | <b>YES</b> | <b>NO</b> |
| 1.  | Accept without revision.   |            |           |
| 2.  | Accept after discretionary revisions (which the authors can choose to ignore).     |            |           |
| 3.  | Accept after minor essential revisions (which the authors can be trusted to make). |            |           |

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| 4. | Unable to decide on acceptance or rejection until the authors have responded to the major compulsory revisions. |  |  |
| 5. | Reject as not sufficiently sound.   |  |  |
| 6. | Reject as not of sufficient priority to merit publishing in this journal.                                       |  |  |

| <b>Please indicate how interesting you found the manuscript:</b> |   |            |           |
|--|---|------------|-----------|
| <b>NO</b>  | <b>QUESTION</b>   | <b>YES</b> | <b>NO</b> |
| 1  | A exceptional article (of the kind that might have warranted publication in such journals as Nature, Cell, Science, New England Journal of Medicine, Lancet). |            |           |
| 2  | An article of outstanding merit and interest in its field (of the kind that might be found in the leading specialist journal in the field).                   |            |           |
| 3  | An article of importance in its field.  |            |           |
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| <b>Quality of written English:</b> |   |            |           |
|------------------------------------|---|------------|-----------|
| <b>NO</b>                          | <b>QUESTION</b>   | <b>YES</b> | <b>NO</b> |
| 1                                  | Not suitable for publication unless extensively edited. |            |           |
| 2                                  | Needs some language corrections before being published. |            |           |
| 3                                  | Acceptable.   |            |           |

| <b>Statistical review :</b> |   |            |           |
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| <b>NO</b>                   | <b>QUESTION</b>   | <b>YES</b> | <b>NO</b> |
| 1                           | Yes, and I have assessed the statistics in my report.                 |            |           |
| 2                           | Yes, but I do not feel adequately qualified to assess the statistics. |            |           |
| 3                           | No, the manuscript does not need to be seen by a statistician.        |            |           |

| <b>Declaration of competing interests:</b> |  |            |           |
|--|--|------------|-----------|
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