

## CALL FOR EDITORS 2024

### Journal Healthcare Quality Research (JHQR)

**JOURNAL HEALTHCARE QUALITY RESEARCH (JHQR)**, an organ of expression of the Spanish Society of Healthcare Quality, initiates a selection process for new editors (1 editor). The selection process will be carried out through an open call in which interested individuals who meet the requirements must submit the requested documentation.

The development and resolution of the call will be made in accordance with the provisions of the [Regulations of the Journal](#) and the Statutes of the Spanish Society for Healthcare Quality.

#### 1. ANNOUNCEMENT

We are seeking professionals to join our Editorial Board. You will be entitled to the following benefits when working with us as an editorial member.

##### 1.1. Benefits and Responsibilities of Editorial Members

###### Benefits for Serving as Editorial Members:

1. Enhance academic influence and enrich your resume.
2. Receive a Certificate acknowledging your contributions to the journal.
3. Get your name listed on the journal website.
4. Gain access to the latest research in advance and new contacts in your research field.
5. Connect with other scholars in your field and broaden academic connectivity.
6. Enjoy special offers on Article Processing Charges.

###### Editorial Members' Responsibilities:

1. Review submitted manuscripts.
2. Advise on journal policy and scope.
3. Identify topics for special issues, which you may guest edit.
4. Attract new authors and submissions.
5. Promote the journal to your colleagues and peers.
6. Assist the editor(s) in decision-making over issues such as plagiarism claims and submissions.

##### 1.2. Requirements for a Potential Editor

- The applicant must possess at least 4 years of research or working experience in related areas of the applied journal.
- The applicant should have no fewer than 10 publications in the same topic area as the applied journal.
- International work collaboration experience is required.
- Applicants with relevant working experience are preferred.

### Our Board is...

- Committed to *JHQR* mission to publish rigorous research from all disciplines within sciences, medical research, and engineering, as well as the related social sciences and humanities, regardless of perceived novelty or impact
- Open to innovation in scholarly publishing and the dissemination of scientific communications to meet the community's changing needs
- Engaged with their scientific communities and, in service to those groups, mindful of the author and reviewer experiences
- Eager to contribute ideas and lend their expertise to help shape journal goals, policies, and development

### 1.3. Editorial Board Values

We aim to provide fast, fair, and objective scientific assessment of research articles. Our editorial philosophy is built on four key values:

- **Scientific Rigor and Objectivity:** We believe submitted research articles should be evaluated on technical rigor, not on perceived novelty, impact, or “journal fit.”
- **Openness and Transparency:** We publish all articles under a license, and authors are required to make the data underlying their findings fully available.
- **Integrity:** We are committed to upholding the highest standards in human research ethics and publication ethics.
- **Speed:** We also aim to reduce wasted time researchers spend repeating the work of other research groups.

### 1.4. Academic Editor Responsibilities

Our Academic Editors oversee the peer review process from beginning to end, taking responsibility for conducting an initial assessment based on the [instructions](#) for authors, finding and inviting reviewers, evaluating their feedback, making editorial decisions, and communicating decisions to authors.

To ensure an efficient peer review process for our authors, our Academic Editors strive to:

- Agree to handle one to two new manuscript assignments per month.
- Handle each manuscript assignment from first assessment to final decision.
- Respond to manuscript invitations (Accept or Decline) within two days.
- Assess whether the manuscript is suitable for peer review within four days of agreeing to the invitation.
- Secure at least one reviewer on manuscripts that are suitable for review.
- Submit a decision within four days of receipt of the complete reviews.
- Adhere to Editorial and Publishing Policies.

### Ambassadorship

Our editors are ambassadors for their journal, empowered to use their expertise to spread awareness of the journal, our mission, and values in the global research community.

### **Code of Conduct**

In addition to these role expectations, all editors adhere to the SECA Code of Conduct for Editorial Board Members.

JQHR Editorial Board members follow JQHR Ethical Publishing Practice policies, the Committee on Publication Ethics (COPE) Ethical Guidelines for Peer Reviewers, and JQHR journal policies.

As an Editorial Board member with JQHR, you commit to the following:

- a. **Research Ethics & Integrity:** Abide by the highest standards set by the scientific community and model them in your work for JQHR. Notify the journal if you have any work under investigation at an institution or journal.
- b. **Selfless Editing & Peer Review:** Facilitate peer review without self-interest. Avoid advancing your own work, including through the following:
  - i. Do not use your knowledge of potentially competing work, in progress or submitted elsewhere, to influence your timing and editorial judgment of manuscripts.
  - ii. All specific citation requests should be relevant to the submission. Avoid requesting or alluding to the citation of your own, your collaborators', or the reviewers' work during peer review. Alert the journal office to excessive or irrelevant citation requests by reviewers of their (or your) own work.
  - iii. Recuse yourself from manuscripts where you have an actual, potential, or perceived conflict of interest, unless approved by the journal office. Adhere to guidelines in Competing Interests.
- c. **Ethical Peer Review:** Be aware of Ethics for Peer Reviewers and alert the journal to potentially unethical peer review practices.
- d. **Confidentiality:** Don't discuss research with outside parties before publication. Alert the journal to potential breaches of confidentiality.
- e. **Editorial Judgment & Quality:** Support high-quality and timely peer review. Dedicate time to active manuscript editing.
  - i. Respond to invitations, reminders, and staff queries; set unavailability dates.
  - ii. Notify the office of changes in your availability to edit manuscripts currently assigned to you.
  - iii. Use best practices when making editorial decisions and selecting or suggesting reviewers. Provide clear, well-reasoned, and constructive feedback for your decisions and recommendations.
- f. **Diversity, Equity, & Inclusion:** Be aware of your own bias, including unconscious bias, and how it might affect your work. Be inclusive and encourage others to be as well. Take action to prevent bias toward any individual, group, or region.

- g. **Values in Action:** Represent JQHR values and treat all individuals with kindness and respect. Report any instances of potential discrimination or harassment. Be mindful of how your editorial actions impact the careers and lives of authors and reviewers.
- h. **Affiliation:** Declare all institutional and commercial affiliations when you join the Editorial Board, and notify the journal staff of any significant changes.

JQHR identifies and discusses potential lack of adherence to the Code of Conduct with the editors involved, and this may affect their eligibility for Editorial Board membership. If you have a concern that you'd like to discuss with the journal staff, please email the journal office.

## 2. PROCESS

### 1. Objective

To identify candidates with sufficient experience to become the editor of JHQR.

### 2. Candidate Profile

We are looking for individuals with fluency in English, postgraduate training at the master's or doctoral level, sufficient experience in research, and in the editorial process of scientific journals.

### 3. Requirements

- For candidates with English as a foreign language: an IELTS or TOEFL certificate demonstrating proficiency in English, or a certificate showing that they have worked or completed a training process in an English-speaking country that lasted at least 6 months.
- Provide evidence of publishing fifteen or more documents in journals indexed in Web of Science or Scopus.
- Certification as a reviewer for a scientific journal.

### 4. Applications

Interested individuals should send a letter of application, with a commitment to meet publishing deadlines, a documented CV indicating postgraduate training, command of the English language, publications, and publishing experience.

**The documentation should be sent by email before September 1st, 2024, to <mailto:secretariaseca@calidadasistencial.es>.**

### 5. Selection Committee:

- Director of JHQR.
- Four Editors of JHQR.

## **6. Selection Process:**

Once the submitted applications have been analyzed, the Selection Committee may summon the best-rated candidates to an interview.