

# **The Journal of Law, Medicine & Ethics**

*Style Guide (November 2024 revision)*

## **In General**

*The Journal of Law, Medicine and Ethics* generally follows the Chicago Manual of Style in matters of style, usage, and grammar, and the Merriam-Webster Dictionary for spelling, with a few exceptions noted below. If you are in doubt and it is not found below, please refer to the Chicago Manual of Style and the Merriam-Webster Dictionary. If you are still in doubt, please contact us at [publications@aslme.org](mailto:publications@aslme.org).

## **Article Contents**

All articles are required to have keywords, abstract and bio. Please place these below the title and author but above the text.

- Please provide a 25 word (or so) bio, including academic degrees.
- Please provide a 40 word (or so) abstract.
- Please provide five keywords that will aid searchers in finding your article.

All articles are required to have a disclosure. Please place this below the article but above the reference section.

## **Numbering**

Generally, spell out all numbers 1-9, except for years, percents, or when used to describe any number over million (e.g., Sue was 15 years old. The results showed that 45 percent of the respondents preferred chocolate ice cream. The number of car accidents last year was determined to be 3 million.).

When numbers over and under 100 are in the same paragraph or sentence, choose the predominant style and stick with it (e.g., There were 5 red books, 121 blue books, and 1,256 green books in the library.)

For all numbers and all usages, spell out number when starting a sentence (e.g., Forty percent of the respondents hate apples. One hundred and sixty-two people were convicted of HIV-related offenses last year.).

Numbering in text: (1) xxxxx; (2) yyyyyy.

Numbering as bullets:

- 1.
- 2.

## **Subheads**

Subheads should go from major to minor heading in the following order:

## **Bold**

## *Italics*

## SMALL CAPS

## Regular Font

## **Acronyms**

With some exceptions, always spell out acronym on first reference (e.g., The American Society of Laboratory Engineers (ASLE) may have acted prematurely. Indeed, some critics predict that ASLE will not survive the congressional investigation.).

If an acronym is overused in the article, use both acronym and other variants of the original word to avoid repetition, taking care to avoid confusion (e.g., EEOC, the commission).

Acronyms are not permitted for ideas (e.g., physician-assisted suicide) or sayings. They are only used for clumsily long laws (ERISA), organizations (NAACP), or well-known boards or committees (IRBs). The acronym should be used at least twice in order to justify creating it within a manuscript, although sometimes an acronym may be parenthetically noted in this instance if the acronym is better known than the original phrase (IRBs).

Some acronyms are so commonly used that they are permitted without expanded text. These exceptions are:

- HIV
- AIDS
- DNA
- RNA
- mRNA
- US
- UK
- EU
- COVID-19

## **References to Tables, Figures and Appendices**

References to tables, figures and appendices should always be in bold (e.g. **Table 1** shows the side effect profile of common trichophyton treatments.) If the reference is not directly incorporated into the sentence, it should be in parentheses within the punctuation (e.g. Other treatments included intravenous immunoglobulin (52.0%), plasma exchange (36.0%), pyridostigmine (20.0%), and monoclonal antibodies (rituximab and infliximab) (**Table 3**).)

## **Endnotes**

### *Generally*

The Journal uses endnotes, not footnotes. It uses the *Chicago Manual of Style's* notes

format for its endnotes, because the notes format provides additional information that its bibliography format lacks. Its one deviation from *Chicago* is that, when listing authors and editors, it uses a format of first (and middle, where existing) initial, followed by last name.

As recommended by the *Chicago Manual of Style*, the Bluebook style guide is used for all citation of legal material.

Do not place more than one note at one place in the text (e.g., <sup>4, 5, 6, 8</sup>). The text of any multiple citation within a single note should be linked together with semicolons.

Endnotes should be numbered consecutively; references to earlier notes should receive their own numbers, for example:

24. See Jones, *supra* note 18.

For cumbersome titles that are referred to throughout the endnotes, you can use “hereinafter cited as” in the first reference:

18. A description of each state’s electronic prescription monitoring program is provided in the DEA publication, *A Closer Look at State Prescription Monitoring Programs* (April 2000), by S.I. Peine, [http://www.dea diversion.usdoj.gov/pubs/program/rx\\_monitor/index.html](http://www.dea diversion.usdoj.gov/pubs/program/rx_monitor/index.html) [hereinafter cited as DEA Report].

23. See DEA Report, *supra* note 18.

Please note that, unlike Bluebook form, general references to articles require complete page citations, that is, the **first and last pages**. If you are quoting from a published work or citing to a particular part of it, **you must also cite the page(s) in question that you are quoting from or citing**.

## Endnote Format Examples

The below provides examples of the *JLME* endnote format. The *Chicago Manual of Style* offers many more examples, including citation types not covered here, as well as a breakdown of the theory behind them. Always remember that, in *JLME* citations, we use initials for the first and middle names of authors and editors.

### *Internet: generally*

Many items that exist on the Internet will use a format other than the Internet format. For example, news articles, magazine articles, blogs, and so forth are cited using the News or Magazine Article format below. Journal articles, reports, interviews, and videos all have citation formats below. The Internet format is only used for items that do not fit those categories.

The webpage being cited should be the page where the source begins, not where the source is merely described or available for purchase. If the source is a PDF, the URL should be the page where it is available for download, because direct links to PDFs change more often than the download page and generally do not have built-in redirects.

Authors are required to independently verify all Internet citations as a final step to submitting their manuscript. Inadvertent errors can only be caught by trying to access the website addresses *as they are written in the endnotes* from an Internet browser. Every citation must have “last visited” at the end, with the date that the article was last visited.

***a. Internet-only material:***

81. Jane Smith, “Ethical Standards,” Cambridge University Press, <https://www.cambridge.org/core/about/ethical-standards> (last visited September 1, 2024).

22. “Publications: JLME,” American Society of Law, Medicine and Ethics, <https://aslme.org/publications/jlme/> (last visited June 22, 2024).

***b. Old Internet-only material accessed through the Internet Archive Wayback Machine:***

Because items in the Internet Archive are the image of a page at a moment in time, there is no need for a “last visited,” but the date of archiving is necessary.

5. Fred Johnson, “About BU,” Boston University, archived November 2, 2012, <https://web.archive.org/web/20121102222403/http://www.bu.edu/info/about/>.

***c. Internet-only material that is no longer available (there should be a good reason this is still cited):***

90% of material is preserved by the Internet Archive. Please search at <https://web.archive.org> for an archival link. Consider the below an option of last resort.

5. Black Oklahoma Today, Mineral Rights Claim of the Seminole Nation of Oklahoma (last visited July 6, 2001) (link no longer available, article on file with author).

6. D. Shovel, “Down with the Maslack Proposal,” formerly at <http://www.dickshovel.com/maslack.html> (last visited May 17, 2001). The petition is no longer operating.

***Articles in journals***

Journal articles often have many authors. If there are more than three authors, please list the name of the first author, followed by “et al.” In accordance with Chicago Manual of Style, please place the DOI link (not just the DOI number) at the end of the footnote.

1. A.S. Kesselheim, “Government Support of Meaningful Drug and Device Innovation: Pathways and Challenges,” *Journal of Law, Medicine & Ethics* 51, no. 4

(2023): 7–15, at 9, <https://doi.org/10.1017/jme.2024.21>.

2. R. E. Barnett, Book Review, “Bad Trip: Drug Prohibition and the Weakness of Public Policy,” *Yale Law Journal* 103, no. 5 (1994): 2593–630, <https://openyls.law.yale.edu/handle/20.500.13051/8838?show=full>.

Use roman type after author name to describe anything less than an article (student note, letter to the editor, editorial), unless these descriptions are in the title of the work itself.

Use abbreviated titles for *JAMA* and its sub-journals only. *BMJ* is no longer considered an abbreviation of the *British Medical Journal*; it has been the title of the journal itself for many years.

Journals that begin each issue at page 1 (as opposed to running page numbers consecutively throughout the full volume) must also include the specific issue number. For example:

3. J. P. Jones, “Hospitals,” *Hastings Center Report* 55, no. 3 (1986): 2–11, <https://doi.org/10.1086/hcr.1986.88>.

### ***Articles or chapters in edited collections***

4. J. P. Jones, “Hospitals,” in *Hospitals and Mergers*, ed. W. W. Jones and W. P. Jones, (Publishers Press, 1978): at 3–8.

### ***News, magazines and blogs***

For periodical articles, whether those periodicals are online or in print, use the periodical format. This includes publications that are online-only.

Page numbers here are not essential. This is because different editions may have the same story on different pages, and because the page numbers are usually not consecutive.

For newspapers: always spell out paper name, drop any initial “the” (*New York Times*, not *The New York Times*), and for any papers that don’t include a geographical reference — unless extremely well-known, such as the *Wall Street Journal* — put the city of publication in normal type in parenthesis after the italicized title (*Times* (London)).

4. T. Melvin, “Hospitals Unveil New Effort,” *New York Times*, October 26, 1986, <https://www.nytimes.com/1986/10/26/nyregion/hospitals-unveil-new-effort.html> (last visited September 1, 2024).

5. G. Thomas and V. Leveille, “The Historic New Law Protecting Fairness for Pregnant Workers,” *American Civil Liberties Union*, June 27, 2023, <https://www.aclu.org/news/womens-rights/the-historic-new-law-protecting-fairness-for->

pregnant-workers (last visited February 18, 2024).

62. J. Brady, “How Gas Utilities Used Tobacco Tactics to Avoid Gas Stove Regulations,” *National Public Radio* (United States), Oct. 17, 2023, <https://www.npr.org/2023/10/17/1183551603/gas-stove-utility-tobacco> (last visited February 22, 2024).

### ***Books***

Please note that a place of publication is no longer required for books published since 1900.

5. W. W. Jones and W. P. Jones, eds., *Hospitals and Mergers* (Publishers Press, 1978): 10.

### ***Reports***

Whenever possible, append the URL where the report can be read. The citation format is similar to books.

23. A.R. Crimmins et al, eds., *Fifth National Climate Assessment* (US Global Change Research Program, 2023), <https://nca2023.globalchange.gov/>.

88. *Health For All: Transforming Economies to Deliver What Matters* (World Health Organization Council on the Economics of Health for All, May 23, 2023), ISBN 978-92-4-008097-3, <https://www.who.int/publications/i/item/9789240080973>.

### ***Treatises and other intergovernmental materials***

Follow bluebook. Generally, documents (including resolutions) are italicized.

### ***Cases***

6. *Jackson v. Metropolitan*, 348 F. Supp. 954, 956–58 (M.D. Pa. 1972), *aff’d*, F.2d 754 (3d Cir. 1973).

### ***Statutes and regulations***

7. 7 C.F.R. § 319.76 (1990).

### ***Interviews, published and unpublished***

If there is a transcript or recording of the interview available on the Internet, append a link at the end of the citation. Generally, the name of the interviewee comes first.

#### ***Published interview example***

23. Dr. Siouxsie Wiles, “Siouxsie Wiles on Covid-19, conspiracies and a life in science, at the 2021 NZ International Science Festival,” interview by Jesse Bering, *Smart Talk*, Radio New Zealand, September 19, 2021, audio, 51:18, [https://www.rnz.co.nz/national/programmes/smart\\_talk/audio/2018812420/siouxsie-wiles-on-covid-19-conspiracies-and-a-life-in-science-at-the-2021-nz-international-science-festival](https://www.rnz.co.nz/national/programmes/smart_talk/audio/2018812420/siouxsie-wiles-on-covid-19-conspiracies-and-a-life-in-science-at-the-2021-nz-international-science-festival).

#### ***Unpublished interview example***

25. Roger Butler (Bureau of Indian Affairs Wewoka Agency Office), telephone interview by the author, March 20, 2023. Transcript available on request.

### ***Letters***

If the letter is available on the Internet, append a link at the end of the citation.

31. See Letter from Wyeth-Ayerst Laboratories to Health Care Professionals (February 1998) (on file with authors).

### ***Press release***

66. See Moderna, “Moderna Receives U.S. FDA Approval for Updated COVID-19 Vaccine,” press release, September 11, 2023, <https://news.modernatx.com/news/news-details/2023/Moderna-Receives-U.S.-FDA-Approval-for-Updated-COVID-19-Vaccine/default.aspx>.

### ***TV news segments***

Use a modified version of the News, magazines and blogs format.

21. Bill Whitaker, “SGB: A possible breakthrough treatment for PTSD,” *60 Minutes*, June 16, 2019.

### ***Podcast***

38. D. Gordon, A. Naparstek and S. Goodyear, hosts, *War on Cars*, podcast, episode 131, “Vehicular Cycling and John Forester, Part 1,” July 9, 2024, <https://thewaruncars.org/2024/07/09/131-vehicular-cycling-and-john-forester-part-1/>.

81. T. Mosley, host, *Truth be Told*, podcast, season 5 episode 1, “How to Get Free,” American Public Media, April 13, 2023, <https://pod.link/1462216572/episode/d5a0b45695d7d93f5038dc9ea17e7c9a>.

### ***Online video***

42. G. Matthews, D. Hunter, and E. Thomas, “Communicating About COVID-19 Response Measures in a Volatile Environment,” American Society of Law, Medicine and Ethics, YouTube, October 22, 2020, 1 hour 4 minutes 44 seconds, <https://youtu.be/kzmfidxFCYc?si=xDZ9dFMiQOenEt7B>.

### ***Congressional committee hearing***

10. Health Subcommittee Hearing on Examining Policies that Inhibit Innovation and Patient Access: Hearing Before the United States House Committee on Ways and Means, , 118th Cong., at 9 (May 10, 2023) (statement by Dr. Aaron S. Kesselheim, Professor of Medicine, Harvard Medical School), <https://gop-waysandmeans.house.gov/wp-content/uploads/2024/02/05.10.23-Official-Transcript.pdf>.

### ***Dissertation***

11. R. Bateman, “‘We’re Still Here’: History, Kinship, and Group Identity Among the Seminole Freedmen of Oklahoma,” (Ph.D. dissertation, Johns Hopkins University, 1990), 270.

### ***Presentation or paper presented at conference***

If it is included in the published proceedings of a meeting, see “Articles or chapters in edited collections” for format. If it is published in a journal, treat it as a journal article.

10. G.J. Annas, “Genism, Racism, and the Prospect of Genetic Genocide,” paper presented at [or presentation at] The New Aspects of Racism in the Age of Globalization and the Gene Revolution, UNESCO 21st Century Talks, World Conference against Racism, Racial Discrimination, Xenophobia and Related Intolerance, Durban, South Africa, September 3, 2001, <http://www.bumc.bu.edu/www/sph/lw/pv1/genism.htm> (quoting Craig Venter).

11. J. Saramago, “From Justice to Democracy by Way of the Bells,” closing speech, World Social Forum, Porte Alegre, Brazil, February 5, 2002, trans. R. Finnegan



and C. Johnson.

***Abstract from paper presented at conference published in conference proceedings***

If it is included in the published proceedings of a meeting, see “Articles or chapters in edited collections” for format. If it is published in a journal, treat it as a journal article.

12. Z. Lazzarini et al., “State Efforts to Reduce Perinatal HIV Transmission,” Abstract No. 44105, Proceedings of the XII International Conference on AIDS, Geneva, Switzerland, June 29, 1998.

***Research protocols***

13. L. Brewster, J. Kleijnen, G. Van Montfrans, “Pharmacotherapy for Hypertension in People of Sub-Saharan Africa or of Sub-Saharan African Descent.” Protocol of the Cochrane Hypertension Group, Cochrane Database of Systematic Reviews, Issue 3, 2001 (citing earlier studies).

***Noting translations***

29. B. Gordijn, "Euthanasie: strafbar und doch zugestanden? Die niederländische Duldungspolitik in Sachen Euthanasie" (Euthanasia: Criminal offense and still allowed? The Dutch policy of permissiveness/tolerance in cases of euthanasia), *Ethik Med*, 10 (1998): at 12.

**Other standard conventions**

1. Use an “em” dash (not hyphens) with a space on either side between words indicating a pause, e.g., “She believed — at least for the moment — that he was correct.”

2. Use an “en” dash (not hyphens) with no additional spaces between numbers indicating the beginning and end of a specific section or range, e.g., See Jones, *supra* note 12, at 135–37. Each session lasted 2–4 hours.

3. Use “smart” or curved quotation marks and apostrophes, i.e., “ ” and ‘ ’

4. Use “...” with a space on either side to indicate missing words within a quotation, e.g., “He rose ... and objected strongly.” Add a period after the ellipsis if the sentence ends before the subsequently quoted material begins. In this instance, close-up the gap between the last word and the beginning of the ellipsis (e.g., Public health authorities “should not provide any additional assistance or become inter-meshed or associated with

the criminal investigation.... Public health authorities must avoid at all costs an image in the community as actively assisting in the criminal investigation of persons.”)

5. The Journal’s style should not be imposed within quotations (e.g., The court held that “healthcare practitioners cannot violate their patients’ confidentiality to abide by public health statutory requirements.” If used outside the quotation, the Journal would require “health care practitioners.”) However, we do capitalize all nonprepositional words (and prepositional words greater than four letters) in an article’s title regardless of the style used by the original publication (e.g., J.W. Smith, “The Court to Rule on Gun Control Law Today,” *New York Times*, Oct. 5, 2001, at A21.)

6. Regarding formatting, tabs should **only** be used for the endnotes (both before the number and after the period, see below):

[tab] 1.[tab] J.W. Smith, “The Court to Rule on Gun Control Law Today,” *New York Times*, Oct. 5, 2001, at A21.

In all other instances, the initial indent should be set for 0.5, except for paragraphs immediately following subheads (no indent).

7. Do not use Word’s built-in autoformatting. This should be deactivated before beginning any editing.

8. Use a single space between sentences (rather than a double space).

9. Do not use “at” before § symbol. (See *id.* § 45.02.)

10. Do not italicize Bluebook signals, except for *Cf.*

11. Follow Bluebook for consecutive numbering, except for statutes (§§ 4321–4375 vs. 124–36).

12. Do not underline text.