

# ***PREVENTING CHRONIC DISEASE***

## **REVIEWER CHECKLIST FOR LETTERS TO THE EDITOR**

*(Instructions for Reviewers: Please include this checklist with your Manuscript Evaluation.)*

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|--|---|
| 1. <input type="checkbox"/> Yes <input type="checkbox"/> No  | 1. Does the letter comment on an article previously published?  |
| 2. <input type="checkbox"/> Yes <input type="checkbox"/> No  | 2. Does it raise a valid point?   |
| 3. <input type="checkbox"/> Yes <input type="checkbox"/> No  | 3. Is the point worth publishing?   |
| 4. <input type="checkbox"/> Yes <input type="checkbox"/> No  | 4. Does the letter report on original research? (If so, please consult the Reviewer Checklist for Original Research.) |
| 5. <input type="checkbox"/> Yes <input type="checkbox"/> No  | 5. Does the letter provide insight into public health interventions?  |
| 6. <input type="checkbox"/> Yes <input type="checkbox"/> No  | 6. Does it raise issues of interest to researchers?   |
| 7. <input type="checkbox"/> Yes <input type="checkbox"/> No  | 7. Does it raise issues of interest to practitioners?   |
| 8. <input type="checkbox"/> Yes <input type="checkbox"/> No  | 8. Will it be of interest to our other readers (policy makers, community advocacy groups, and the general public)?    |
| 9. <input type="checkbox"/> Yes <input type="checkbox"/> No  | 9. Does it address health issues of a particular population?  |
| 10. <input type="checkbox"/> Yes <input type="checkbox"/> No | 10. Is it clear, concise and free of jargon?  |
| 11. <input type="checkbox"/> Yes <input type="checkbox"/> No | 11. Is it well organized?   |
| 12. <input type="checkbox"/> Yes <input type="checkbox"/> No | 12. Does the author present a good argument?  |
| 13. <input type="checkbox"/> Yes <input type="checkbox"/> No | 13. Does the letter cite published references to support the writer's argument?                                       |
| 14. <input type="checkbox"/> Yes <input type="checkbox"/> No | 14. Are citations up-to-date and relevant?  |
| 15. <input type="checkbox"/> Yes <input type="checkbox"/> No | 15. Does the letter warrant a reply from the author of the corresponding article?                                     |
| 16. <input type="checkbox"/> Yes <input type="checkbox"/> No | 16. Does the letter include a limited number of figures, tables, slides or other multimedia support?                  |
| 17. <input type="checkbox"/> Yes <input type="checkbox"/> No | 17. If so, are the supporting materials used appropriately?   |