

SUBMISSION COMPLIANCE CHECKLIST: QUALITATIVE RESEARCH

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Ensure your manuscript complies with author guidelines by completing this SUBMISSION COMPLIANCE CHECKLIST, ensure to report the corresponding page number. Submit the completed form on the journal website during the manuscript submission process (Step 4).

COMPLIANCE CRITERIA			COMPULSARY SECTION TO COMPLETE
SECTION/TOPIC	#	CHECKLIST ITEM	REPORTED ON PAGE #
<i>TITLE</i>			
Title	1	Concise description of the nature and topic of the study identifying the study as qualitative or indicating the approach (e.g. ethnography, grounded theory) or data collection methods (e.g., interview, focus group) is recommended.	
<i>ABSTRACT</i>			
Structured summary	2	Summary of key elements of the study using the abstract format, as applicable: background, aim, setting, methods, results, conclusion and contribution.	
<i>INTRODUCTION</i>			
Problem formulation	3	Description and significance of the problem/phenomenon studied; review of relevant theory and empirical work; problem statement.	
Purpose or research question	4	Purpose of the study and specific objectives or questions.	
<i>METHODS</i>			
Qualitative approach and research paradigm	5	Qualitative approach (e.g. ethnography, grounded theory, case study, phenomenology, narrative research) and guiding theory if appropriate; identifying the research paradigm (e.g. postpositivist, constructivist/interpretivist) is also recommended; rationale ^a .	
Researcher characteristics and reflexivity	6	Researchers 'characteristics that may influence the research, including personal attributes, qualifications/experience, relationship with participants, assumptions, and/or presuppositions; potential or actual interaction between researchers 'characteristics and the research questions, approach, methods, results, and/or transferability.	
Context	7	Setting/site and salient contextual factors; rationale ^a .	

Adapted from: Standards for Reporting Qualitative Research, Academic Medicine 89(9):1245-1251, September 2014. Table 1: Standards for Reporting Qualitative Research (SRQR) by O'Brien, Bridget C. doi: 10.1097/ACM.0000000000000388.

Sampling strategy	8	How and why research participants, documents, or events were selected; criteria for deciding when no further sampling was necessary (e.g. sampling saturation); rationale ^a .	
Ethical issues pertaining to human subjects	9	How and why research participants, documents, or events were selected; criteria for deciding when no further sampling was necessary (e.g. sampling saturation); rationale ^a .	
Data collection methods	10	Types of data collection; details of data collection procedures including (as appropriate) start and stop dates of data collection and analysis, iterative process, triangulation of source/methods, and modification of procedures in response to evolving study findings; rationale ^a .	
Data collection instruments and technologies	11	Description of instruments (e.g. interview guides, questionnaires) and devices (e.g. audio recorders) used for data collection'; if/how the instrument(s) changed over the course of the study.	
Units of study	12	Number and relevant characteristics of participants, documents, or events included in the study; level of participation (could be reported in results).	
Data processing	13	Methods for processing data prior to and during analysis, including transcription, data entry, data management and security, verification of data integrity, data coding, and anonymization/deidentification of experts.	
Data analysis	14	Process by which inferences, themes etc., were identified and developed, including the researchers involved in data analysis; usually references a specific paradigm or approach; rationale ^a .	
Techniques to enhance trustworthiness	15	Techniques to enhance trustworthiness and credibility of data analysis (e.g., member checking, audit trail, triangulation); rationale ^a .	
RESULTS			
Synthesis and interpretation	16	Main findings (e.g., interpretations, inferences, and themes); might include development of a theory or model, or integration with prior research or theory.	
Links to empirical data	17	Evidence (e.g., quotes, field notes, text excerpts, photographs) to substantiate analytic findings.	
DISCUSSION			
Integration with prior work, implications, transferability, and contribution(s) to the field	18	Short summary of main findings; explanation of how findings and conclusions connect to, support, elaborate on, or challenge conclusions of earlier scholarship; discussion of scope of application/generalizability; identification of unique contribution(s) to scholarship in a discipline or field.	
Limitations	19	Trustworthiness and limitations of findings.	
ACKNOWLEDGEMENT			
Acknowledgements	27	The acknowledgement section follows the conclusions section and addresses formal, required statements of gratitude and required disclosures. It includes listing those who contributed to the work but did not meet authorship criteria, with the corresponding description of the contribution.	

Competing interests	28	This section should list specific competing interests associated with any of the authors, potential sources of influence or perceived influence on the study conduct and conclusions; how these were managed.	
Author contributions	29	All authors must meet the criteria for authorship as outlined in the authorship policy and author contribution statement policies.	
Funding	30	Sources of funding and other support; role of funders in data collection, interpretation, and reporting.	
Data availability statement	31	Guide readers where the data associated with a paper is available, and under what conditions the data can be accessed.	
Disclaimer	32	A statement that the views expressed in the submitted article are his or her own and not an official position of the institution or funder.	
^a The rationale should briefly discuss the justification for choosing that theory, approach, method, or technique rather than other options available, the assumptions and limitations implicit in those choices, and how those choices influence study conclusions and transferability. As appropriate, the rationale for several items might be discussed together.			