**Review Process**

**The Sri Lankan Journal of Allied Health Sciences**

**Screening by the Editorial Board**

All the manuscripts submitted to the journal will undergo an initial process of assessment by the editorial board. Whether the article is matching with the scope of the journal, follow the author guidelines and the appropriateness of the methodology and statistical analysis will be checked at this step.

**Peer Review Process**

Once a manuscript receives initial approval from the editorial board for review, it will undergo a **Double-Blind Peer Review Process**. Each article is evaluated by two reviewers, appointed based on their expertise. Attempts will be made to appoint the external reviewers outside the same faculty and the institution, as much as possible. This step will take approximately one month.

If the reviewers recommend any revisions the Editors would write to the author/s suggesting that the manuscript is appropriately amended and resubmitted within fourteen days. All revisions need to be highlighted in the revised manuscript and the revised version is needed to be submitted along with a response table (Click here to download the response table). If both reviewers reject the manuscript, it will be rejected. If one reviewer rejects and one reviewer accepts the manuscript, the opinion of a third reviewer appointed by the editorial board is sought.

Editorials/letter to editor and commentaries will be reviewed by the editorial board only.

Upon the acceptance, the gally proofs will be sent to the authors for proofreading before publication.

All communications will be made with the corresponding authors via emails.

Any article authored by a member of the Editorial Board will be reviewed independently without any participation of the author. In such circumstances, two or more independent external reviewers are recruited. The authors do not take part in any of the decision-making processes and are always requested to leave the discussion site whenever such processes take place.

In case when the authors are not responding to the editorial board for more than a period of one month, such manuscripts will be rejected.

**Plagiarism policy**

The Sri Lankan Journal of Allied Health Sciences is firmly against any unethical act of copying or plagiarism in any form. Upon submission, all manuscripts will be checked for plagiarism by the editorial board using a recognized plagiarism detection software. If the percentage of plagiarism exceeds 20%, the editorial board will either demand a revision or reject the manuscript outright.

**Artificial Intelligence (AI) Policy**

According to SLJAHS's AI policy, authors are allowed to use generative AI and AI-assisted technologies in the writing process, and these technologies should only improve the readability and language of the work. However, AI and AI-assisted technologies have the potential to generate authoritative-sounding outputs that are either incorrect, incomplete, or false, and thus, authors are ultimately responsible and accountable for the contents of the work.

The authors must disclose the use of AI and AI-assisted technologies in their manuscript appropriately, including the full name of the tool used (with version number), how it was used, and the justification for use. This information will be included in the published articles in the SLJAHS. Upon the initial submission of the manuscript, this statement must be presented as a separate section at the end of the manuscript, preceding the references with the title of “Declaration of generative AI and AI-assisted technologies in the writing process”. However, SLJAHS does not consider basic tools, such as tools used to check grammar, spelling, and references as AI and AI-assisted work.  If you did not use any AI and AI-assisted technologies for writing, please declare that “AI and AI-assisted technologies were not used in the writing process”.

SLJAHS does not permit the use of Generative AI or AI-assisted tools to create or alter images in submitted manuscripts.

If the research was originally conducted using AI and AI-assisted methodologies, it should be thoroughly explained in a reproducible manner in the methodology section, including relevant terms and conditions.

**Appeals and Complaints**

Authors have the right to appeal the editorial decisions or lodge complaints. Appeals must be submitted in written form to the editorial board, providing clear and detailed justifications.

**Retractions and Corrections**

* **Retractions** of the manuscripts will be made in case of serious flaws or errors in the research such as data manipulation, significant ethical breaches, data falsification, or major errors making its findings unreliable and not suitable for citations. This decision will be made by the editorial board.
* **Corrections**: If author(s) find a significant error after publication, **online versions of the article will be corrected** (if possible), and an erratum will be published online.