

Eligibility and Author Guidelines for Obituaries

Eligibility for an Obituary in the *Journal of the Medical Library Association (JMLA)*

Medical Library Association (MLA) members should notify MLA Membership Services when the death of a colleague occurs. All MLA current members and staff will receive brief notices that appear in *MLAConnect* shortly after notification of a death. Longer obituaries in the *Journal of the Medical Library Association (JMLA)* honor those who have made significant contributions to health sciences librarianship or related fields. To be eligible for an obituary in *JMLA*, the deceased must fit into one of the following categories.

Group I: MLA member or staff at the time of death (or former member or staff with at least ten years of prior continuous service) who served MLA and the profession with demonstrated, significant, and lasting achievement in the field. Examples of such achievements include:

- held major elected or appointed MLA office(s): president; board member; association liaison; leader of caucuses, chapters, committees, or sections; editor of MLA publications
- received major MLA award(s) or honor(s): fellowships (FMLA), lectureships (Janet Doe, Joseph Leiter NLM/MLA, John P. McGovern), awards (e.g., Estelle Brodman Award for Academic Medical Librarian of the Year, Louise Darling Medal for Distinguished Achievement in Collection Development in the Health Sciences, Marcia C. Noyes Award, President's Award), honorary members
- served in a major library directorship or department headship role with unusual or outstanding achievements and responsibilities
- authored significant publications and presentations: book authorship or editorship, named lectureships or invited presentations at national or international meetings, journal articles
- exhibited other exceptional professionalism through public service, consultantships, teaching and course development, mentoring, professional committee service, or service in retirement

Group II: Appointed or elected public official or another person whose actions have had an extraordinary effect on health sciences information work or librarianship.

Group III: Health sciences librarians generally recognized as having international stature.

The *JMLA* obituary editor, in conjunction with the *JMLA* editor-in-chief, make final determinations regarding whether a person shall be honored with an obituary in *JMLA*. When possible, the *MLAConnect* death notice should include whether a *JMLA* obituary is forthcoming. Obituaries generally appear in *JMLA* within one year after the death.

Obituary Author Guidelines

The *JMLA* obituary editor will select an author from among the deceased's coworkers, family, and colleagues. If no one is available, the obituary editor will write the obituary. Unsolicited obituaries may be considered, provided that they are written by MLA members or staff and that the deceased meets the eligibility criteria. Obituaries should be between 400 and 1,500 words in length and submitted within 6 months of the notification of the death. The manuscript should address the person's birth and background, education and training, experience and accomplishments, and influences on others in the profession. The manuscript should clearly define the person's most important contributions to the field and can include some personal anecdotes from colleagues or family. Up to 2 images can be included in the manuscript as figures. The obituary editor can provide authors with examples of previous excellent *JMLA* obituaries for reference.

The obituary editor reserves the right to make editorial changes for style and clarity; substantive changes will be discussed with the authors. The obituary editor also reserves the right to reject obituaries

that are deemed unsatisfactory in quality. Obituaries must adhere to the *JMLA*'s author guidelines, copyright notice, and the *MLA Style Manual* and must be submitted through the *JMLA* online submission system.