

ISTSS Trauma Blog Submission Form

ISTSS promotes excellence in research, clinical practice, training, and public health related to experiences of traumatic stress. The purpose of the ISTSS Trauma Blog Series is to provide an outlet for dissemination of new and relevant knowledge that is grounded in science, relevant to public health or clinical practice, and delivered in a manner that is coherent, conversational, and transparent.

Complete this form to submit a blog piece for possible inclusion in the ISTSS Trauma Blog Series. **Please review our policy regarding artificial intelligence at the end of this form. By submitting a trauma blog piece, you accept the terms of the ISTSS's AI policy and confirm that AI has not been used to generate original research content, theoretical arguments, or substantive scientific or clinical content.**

1. Title (*required*)

INSTRUCTIONS: (a) Recommend brief titles no longer than 10 words; (b) If this references a target article or primary source, the title should be different from the title of the primary source.

2. Summary (*required*)

INSTRUCTIONS: This should be a 2-3 sentence 'teaser' on what your blog is about. It should not contain citations.

3. Main Body (*required*)

INSTRUCTIONS: (a) Allow yourself to write in a casual, more conversational tone; (b) Refer to the newest edition of APA Style for citations and grammar; (c) Keep the length reasonable (500-750 words recommended); (d) Aim for short paragraphs; (e) Inclusion of bullets to summarize or list points is encouraged; (f) You are encouraged to include hyperlinks in the text if applicable - Please do so using the MS Word tool for inserting hyperlinks; (g) If tables/figures are included in the main body, please indicate placement by using INSERT TABLE X/FIGURE X HERE on it's own line.

4. Tables/Figures in Body (*optional*)

INSTRUCTIONS: (a) If tables/figures are included, they must be submitted as separate files saved as JPGs (do not embed Word tables or figures directly into the text); (b) To be optimally displayed, JPGs should be between 1200 to 2500 pixels wide.

tables

figures

5. Reference/Target Article (required if applicable)

INSTRUCTIONS: (a) Provide the reference to the article using APA style; (b) Insert the hyperlink (using MS Word) to the journal page that features the article abstract; (c) If the article has not yet been released online prior to the submission of the blog, the hyperlink can be inserted afterward; (d) Blog pieces summarizing or commenting on a reference/target article are not published until the reference article is published and available online. The blog author should notify the blog editor when the article is published online and provide the hyperlink before the blog piece can be published.

6. Discussion Questions (required)

INSTRUCTIONS: Provide 3-4 questions in bulleted form that serve to generate further discussion about the blog piece. These are used both to generate commentary on social media, as well as when blog pieces are used in journal clubs or teaching.

7. About the Author(s) (required)

INSTRUCTIONS: (a) Each author should appear in their own paragraph; (b) Author names should be bolder, with any corresponding credentials after the name (e.g., PhD, PsyD, MD, LCSW, etc.); (c) Provide 2-4 sentences about the author that may include information about training, current employment, participation in organization committees, etc; (d) If the author(s) wish to encourage readers to contact them, provide a brief sentence at the end of the paragraph with that instruction (e.g., "Dr. Smith can be contacted at smith@smith.com"); (e) Authors are encouraged to provide their Twitter, LinkedIn, or other social media handles should readers choose to follow; (f) If the authors wish to include a headshot to include by her/his name (this is encouraged), provide a separate JPG file labeled with the authors first and last name.

8. References Cited (required if applicable)

INSTRUCTIONS: (a) References should be formatted according to the newest edition of the APA style manual; (b) If reference software is used, please remove links; (c) Hyperlinks to article abstracts are optional and should link to the journal page that features the article abstract.

9. Promotional Narrative (required)

INSTRUCTIONS: Provide a one or two sentence statement about the research from one of the authors and indicate which author(s) the quote(s) is(are) from. This will be used in social media promotion to make the promotion more personal and relatable.

10. Social Media Teasers (required)

INSTRUCTIONS: Provide about 280 characters that describe any main findings or highlight any 'take home' messages of your blog post. This is to disseminate your blog and bring attention to

your study. Authors are encouraged to provide their personal social media handles, affiliation and lab handles, and other handles that are pertinent to the piece for us to tag when disseminating.

11. Hashtags/keywords (required)

INSTRUCTIONS: Hashtags are essentially keywords that are included in social media posts to increase visibility. Please provide up to 5 hashtags that are relevant to your blog piece (e.g., #ptsd).

Thank you for your contribution to the ISTSS Trauma Blog Series. Please send this form along with any corresponding files to the blog editor using the contact information below. Please title the email: ISTSS Trauma Blog Submission (your last name):

Kristin Howell, Assistant Website Editor
kdhowell@umass.edu

Lana Ruvolo Grasser, Ph.D., Website Editor
lgrasser@med.wayne.edu

ISTSS Communications Policy

All ISTSS communications must reflect professionalism, integrity, and respect for diverse perspectives. The following core principles apply across all platforms and contexts:

- **Accuracy and Transparency:**

All information shared must be factual, verified, and supported by credible sources. ISTSS representatives must clearly distinguish between official communications and personal opinions.

- **Confidentiality and Privacy:**

Sensitive or proprietary information, including details about ISTSS finances, donors, partners, members, or research participants, must not be disclosed without proper authorization.

- **Professional Conduct:**

All interactions should be respectful and free from discrimination, harassment, or defamatory content. ISTSS communications should embody its Code of Conduct and uphold inclusivity and diversity in tone and content.

- **Nonpartisanship and Impartiality:**

ISTSS does not endorse political parties, candidates, or partisan causes. Communication channels may not be used for political advocacy unless approved as part of a Board-sanctioned policy initiative.

- **Cultural and Linguistic Inclusivity:**

ISTSS represents an international community. Where feasible, key communications should be linguistically accessible and culturally sensitive, with translation tools or multilingual materials provided when possible.

- **Ethical Responsibility:**

All communications, whether written or verbal, must comply with applicable laws, copyright protections, and professional standards of honesty and fairness.

ISTSS Policy on Artificial Intelligence

- **Complement, don't substitute:** AI may be used for assistance (e.g., summarizing, organizing, paraphrasing) but **must not** be used to generate original research content, theoretical arguments, or substantive scientific or clinical content.

- **Transparency:** Substantial use of AI must be disclosed when volunteers or staff use AI tools on behalf of ISTSS to create content intended for distribution to the public or membership.

- o “Substantial use of AI” is defined as using AI to generate or edit approximately **30% or more** of the content. AI use at or above this level constitutes *substantive* or *fully AI-generated* material.

- o **Minimal or partial AI use** (less than 30%), such as stylistic editing, grammar correction, or phrasing adjustments, **does not require disclosure**.

- o When disclosure is required, it should briefly specify how AI was used (e.g., “to generate a first-pass summary of X topic, later refined by author”).

- o The disclosure does *not* remove responsibility—the human author remains fully accountable.

- **Accuracy & verification:** Outputs from AI tools must be checked, validated, and corrected by knowledgeable humans; authors bear full responsibility for factual and scientific content.

- **Respect for intellectual property & attribution:** AI should not be used to misappropriate, replicate, or infringe upon copyrighted work.

This policy is intended to evolve alongside advances in AI technology and will be reviewed periodically to ensure continued alignment with ISTSS's mission, values, and ethical standards.