Criteria for rejecting a review submitted to EPOC

The following are criteria for rejecting a review submitted to EPOC:

- The review does not meet with EPOC's minimum standards for reviews (Author pre-submission checklist for reviews and updates) and the review authors have failed to address comments from the contact or referee editor.
    - Review authors will be given two opportunities to adequately respond to comments and two months to respond each time that comments are provided.
    - Reviews will not be sent for external review until comments by the contact editor have been adequately addressed (using the checklist).
    - Review authors are expected to submit the authors' checklist with the review.
- The review authors have not responded for two months to requests from the editorial base for an update on progress.
- The review authors have not submitted a revised review within two months of receiving feedback, and have not provided a compelling explanation for the delay.
- There have been substantial changes to the review author team and the editorial base does not feel that the current team has the necessary skills and experience to complete the review.
    - This includes a failure of senior members of the team to contribute adequately to the review.
- The review authors have indicated to the editorial base that they are unable to complete the review.
- The review authors have published the review in another journal without first obtaining approval from the editorial base.
- The review authors have failed to inform the relevant editorial base of an important conflict of interest that may undermine the credibility of the review.

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