HEALTH SYSTEMS AND POLICIES RESEARCH CENTER OF ISTANBUL MEDIPOL UNIVERSITY JOURNAL OF HEALTH SYSTEMS AND POLICIES

VOLUME: 1 2019



Assessment of Organizational Health Literacy in a Group of Public, Private and University Hospitals in Istanbul

Osman HAYRAN¹ Ömer ATAÇ¹ Orhan ÖZER²

ABSTRACT

The aim of our study was to investigate and compare organizational health literacy in a group of public, private and university hospitals in Istanbul.

This cross-sectional study was conducted in a group of hospitals (n=30) in Istanbul, Turkey. An Organizational Health Literacy Observation (OHLO) form was filled for each of the 30 hospitals (10 public, 10 university and 10 private hospitals) by researchers. Six managers from each hospital (n=180) filled the Turkish version of The Health Literate Health Care Organization 10 item Questionnaire (HLHO-10) during face-to-face

OHLO and HLHO-10 scores were highest in private hospitals and lowest in university hospitals, but the difference between the hospitals was not statistically significant. (p = 0.18 and p = 0.45 respectively). There was a positive correlation between observation (OHLO) scores and manager evaluation (HLHO-10) scores in private hospitals and this correlation is statistically significant (r = 0.668, p = 0.035). There was a negative correlation in the public and university hospitals. However, the correlation coefficient was not statistically significant (r = 0.310, p = 0.384 and r = 0.118, p = 0.746

2 İstanbul Medipol University, Institute of Medical Sciences

Corresponding author: O. Atac, oatac@medipol.edu.tr

¹ İstanbul Medipol University, School of Medicine, Department of Public Health

respectively). According to mean scores of HLHO-10 items, "Provide access" has the highest score. "Integration", "High-risk" and "Costs" followed this item. "Provide Access" has the highest score in both university and public hospitals and "Costs" got the highest score in private hospitals. When the differences between hospitals for each item of the HLHO-10 are analyzed, the "Health literacy skills range" and "Costs" items were found to be statistically significant ("p" values = 0.011 and 0.018 respectively). Post hoc analyses indicated that there was a significant difference between public and private hospitals for the "Health literacy skills range" item while the difference between university and private hospitals was significant for the "Costs" item. Private hospitals got the highest and university hospitals the lowest mean scores for both of the OHLO and HLHO-10 questionnaires. The high literacy of the public hospitals for individualized health information and the private hospitals' about out-of-pocket payments are normal and expected findings.

Keywords: Organizational health literacy, HLHO-10, hospital

INTRODUCTION

Health literacy has become an important issue in healthcare systems because of its relations with the utilization, effectiveness and efficiency of healthcare services. Findings of various studies suggest that the level of health literacy of the individuals is associated with better health outcomes (Aboumatar et. al., 2013; Kaphingst et. al., 2014,) and decreased health expenditures (Hardie et. al., 2011; Koh et. al. 2012).

People with low level of health literacy are at greater risk for chronic diseases and are known to have a higher rate of hospital admissions (Charet, 2010; DeWalt et. al., 2010; Volandes and Paasche-Orlow, 2007), more serious medication errors (Schillinger et. al., 2005), worse preventive care and health outcomes for their children (Sanders et. al., 2009), and increased mortality (Bostock and Steptoe; 2012; Sudore et. al., 2006) compared with individuals with adequate health literacy.

Health literacy at individual level is defined as "people's knowledge, motivation and competences to access, understand, appraise, and apply health information to make judgements and take decisions in everyday life concerning healthcare, disease prevention and health promotion to maintain or improve quality of life during the life course." (Sorensen et. al., 2012).

There is now a growing recognition that health literacy is not just individual responsibility but also that health institutions and the health system have an important and critical role in it. Health literacy is the product of individuals' capacities and the health literacy-related demands and complexities of the healthcare system (Baker, 2006). The effectiveness and efficiency of services are influenced by the interactions between individuals and the healthcare organizations that provide the service. So, the demands and complexities of the healthcare system have also important role besides individual skills and abilities (Hernandez, 2012; Palumbo and Annarumma, 2014). Health institutions and hospitals differ in their structures and layouts. These differences indicate that each institution has its own language. Signs, symbols, directions and written documents are usually prepared under the influence of medical language and sometimes they may be incomprehensible for ordinary people. They may be user-friendly in some cases but important barriers in others. It is important that organizations providing services should be designed according to the individuals' needs and facilitate access as well as individuals knowing how to search for, find and use which health service they need. Therefore, organizational health literacy has become an important issue in recent years due to its impact on the correct use of health services.

Organizational health literacy is defined as "the ability of health institutions to provide clear services and information for all those seeking services to find and understand, and to assist them in decisions they make, and to eliminate existing barriers in these issues" (Brach et. al., 2012, p. 12-18; CDC, 2017). The abilities and characteristics of the organization should be independent of the individual's level of health literacy. Regulations made within health institutions should target people with poor health literacy. A health literate organization should have the ability to help individuals in the best possible way to reach, understand and use services and information in spite of their differences in literacy levels (Schillinger and Keller, 2011). Health services and regulations such as the physical structure, the website, signs, directions, writings in the institution should be arranged in such a way that each individual can easily understand and access them.

Brach et al. defined Health Literate Health Organizations (HLHOs) as

healthcare organizations that "make it easier for people to navigate, understand, and use information and services to take care of their health" (Brach et. al., 2012). The term health literate organization describes organizations that can make patient navigation easier and anticipate and meet the needs of all patients notwithstanding their level of health literacy (Schillinger and Keller, 2011).

Ten attributes of health literate health care organizations were proposed as following by a group of experts during a roundtable discussion in 2012 (Brach et. al., 2012):

1. Has leadership that makes health literacy integral to its mission, structure, and operations

2. Integrates health literacy into planning, evaluation measures, patient safety, and quality improvement

3. Prepares the workforce to be health literate and monitors progress

4. Includes populations served in the design, implementation, and evaluation of health information and services

5. Meets the needs of populations with a range of health literacy skills while avoiding stigmatization

6. Uses health literacy strategies in interpersonal communications and confirms understanding at all points of contact

7. Provides easy access to health information and services and navigation assistance

8. Designs and distributes print, audiovisual, and social media content that is easy to understand and act on

9. Addresses health literacy in high-risk situations, including care transitions and communications about medicines

10. Communicates clearly what health plans cover and what individuals will have to pay for services

Kowalski et al. used these attributes to measure the health literacy level of healthcare organizations and developed the Health Literate Health Organizations 10 item questionnaire (HLHO-10) as an assessment tool. The questionnaire HLHO-10 was found to be a reliable and valid instrument for assessing the health literacy of health care organizations (Kowalski et. al., 2015). In Turkey there are several studies on individual health literacy, but organizational health literacy is a relatively new concept. Our study aimed to investigate and compare the organizational health literacy level of a group of Turkish hospitals using the HLHO-10 questionnaire.

METHODS

This cross-sectional study was conducted in a group of hospitals (n=30) in Istanbul, Turkey. Data were collected between February and July 2017 in two stages.

In the first stage, an Organizational Health Literacy Observation form was filled for each of the 30 hospitals (10 public, 10 university and 10 private hospitals). All of the hospitals were selected randomly among the accredited hospitals in Istanbul. In the second stage, six managers from each hospital (n=180) filled in the Turkish version of The Health Literate Health Care Organization 10 item Questionnaire (HLHO-10) during face-to-face interviews. Managers were selected from various departments that are supposed to be associated with organizational health literacy of the hospitals such as the Hospital Administrative Director, Hospital Medical Director/Chief Physician, Deputy Chief Physician, Quality Department Director, Health Care Services Director, and R&D Director.

DATA COLLECTION AND ANALYSIS

Organizational Health Literacy Observation (OHLO) form: This form was prepared by modification of The Health Literacy Environment of Hospitals and Health Centers guide of Harvard University (Rudd and Andersen, 2006). In the form, there are questions to evaluate hospitals' communication systems such as their call center and website, as well as how user-friendly and health literate their indoor are. The contact information of the hospitals was assessed, and the level of organizational health literacy was examined through a short tour in each hospital. A detailed examination of organizational health literacy could not be conducted because there was a permission problem in reviewing documents used in the hospitals and interviewing relevant staff. Therefore, hospitals were only assessed through observations. Findings from the observations were scored, and an organizational health literacy observation score was calculated for each hospital. Scores ranged from 10 to 40 where high scores indicated a high level of health literacy.

The Health Literate Health Care Organization 10 item Questionnaire (HLHO-10): The HLHO-10 questions were adapted from a recent survey titled the Health-Literate Healthcare Organization 10 Item Questionnaire (Kowalski et. al., 2015).

The questionnaire was adapted into Turkish following translation and reverse translation by two translators. Two health management academics and a public health specialist assessed its content validity. In the questionnaire, managers were asked to evaluate regulations regarding leadership, integration, the inclusion of the served, health literacy skills range, communication standards, provision of access, media variety, information about high-risk situations, costs and training of the workforce. Each of the items was answered on a seven-point scale ranging from "1-not at all" to "7-to a very large extent". Data were collected from 180 managers from 30 hospitals. The internal consistency of the HLHO-10 was found to be high (Cronbach $\alpha = 0.916$ for all hospitals, 0.917 for university hospitals, 0.951 for private hospitals and 0.856 for public hospitals).

Trained interviewers collected all of the study data. SPSS 23.0 was used for data analysis and statistical evaluation. Data were summarized by means, standard deviations, and percentages. T-test, ANOVA, Chi-Square and Mann-Whitney U Test were used for the comparison among groups and values of p less than 0.05 were accepted as significant. Post hoc analysis of significant differences in the outputs of the ANOVA test was assessed by the Tukey test. Pearson Correlation Analysis examined the associations between different variables.

Ethical approval for the study was taken from Istanbul Medipol University Non-Interventional Clinical Research Ethics Committee.

FINDINGS

Organizational Health Literacy Observations (OHLO) were conducted in 30 hospitals. Six managers from each hospital (n=180) filled in the HLHO-10 questionnaire during face-to-face interviews. The mean values of the OHLO scores and the HLHO-10 scores according to the hospitals are presented in Table 1.

Hospital Types	OHLO scores Mean ± SD	HLHO-10 scores Mean ± SD
University	32.10±8.13	47.40±2.78
Public	34.20±2.74	51.30±1.59
Private	36.50±2.79	51.80±3.36
Total	34.26±5.34	50.16 ± 8,42
	F=1.78 p=0.18	F=0.80 p=0.45

Table 1: Organizational Health Literacy Observation (OHLO) scores and HLHO-10 scores according to hospital types

As it is seen from the table, OHLO scores were highest in private hospitals and lowest in university hospitals, but the difference between the hospitals was not statistically significant (F=1.78, p=0.18). Similarly, in these hospitals, the mean score of the HLHO-10 was found to be the highest in private hospitals and the lowest in university hospitals, but again the differences between hospitals were not statistically significant (F = 0.80, p = 0.45).

Table 2 presents the results of the correlation analysis between OHLO scores and HLHO-10 scores of the hospitals.

University Hospitals:		HLHO-10 scores		
OHLO scores	r	-0.310		
	р	0.384		
	n	10		
Public Hospitals:		HLHO-10 scores		
OHLO scores	r	-0.118		
	р	0.746		
	n	10		
Private Hospitals:		HLHO-10 scores		
OHLO scores	r	0.668		
	р	0.035		
	n	10		

Table 2: Correlations between OHLO scores and HLHO-10 scores according to hospital types

There was a negative correlation between observation (OHLO) scores and manager evaluation (HLHO-10) scores in university hospitals and public hospitals. However, the correlation coefficient was not statistically significant. (r=-0.310, p=0.384 and r=-0.118, p=0.746 respectively). In the private

hospitals, a positive and statistically significant correlation was found between OHLO and HLHO-10 scores (r = 0.668, p < 0.05).

Table 3 shows the means of the responses given to HLHO-10 items by all hospital managers to assess the organizational health literacy.

Table 3: Mean scores of HLHO-10 items in all hospitals

Patients have varying levels of health literacy. Health literacy is the ability to find, understand and put health information into practice. The following statements relate to measures at your hospital, which consider and promote the health literacy answering the questions. Please assess your hospital with each question on a scale of your patients. Please think about your hospital in from 1 'absolutely not' to 7 'to a very large extent'.

To what automt0	Score		
TO WHAT EXTERIT?		SD	
1is the management at your hospital explicitly dedicated to the subject of health literacy (e.g. mission statement, human resources planning)? (leadership)	5.02	1.62	
2 is the topic of health literacy considered in quality management measures at your hospital? (integration)	5.37	1.53	
3is health information at your hospital developed by involving patients? (inclusion of the served)	4.64	1.63	
4is individualized health information used at your hospital (e.g. different languages, print sizes, braille)? (health literacy skills range)	4.82	2.01	
5are there communication standards at your hospital which ensure that patients truly understand the necessary information (e.g. translators, allowing pauses for reflection, calling with further queries)? (communication standards)	4.98	1.99	
6are efforts made to ensure that patients can find their way at your hospital without any problems (e.g. direction signs, information staff)? (provide access)	5.67	1.47	
7is information made available to different patients via different media at your hospital (e.g. three-dimensional models, DVDs, picture stories)? (media variety)	4.17	1.71	
8is it ensured that the patients have truly understood everything, particularly in critical situations (e.g. medication, surgical consent), at your hospital? (high-risk)	5.31	1.51	
9do you communicate openly and comprehensibly at your hospital to your patients in advance about the costs which they themselves have to pay for treatment (e.g. out-of-pocket payments)? (costs)	5.31	1.68	
10are employees at your hospital trained on the topic of health literacy? (workforce)	4.76	1.66	

As shown in the table, "Provide access" assessed by the item "... are efforts made to ensure that patients can find their way at your hospital without any problems?" has the highest score. The "Integration", "High-risk" and "Costs" items followed this item.

Mean HLHO-10 item scores according to the hospital types are presented in Table 4.

HLHO-10 items	University (n=60)	Private (n=60)	Public (n=60)	F	р
	Mean ± SD	Mean ± SD	Mean ± SD		
1-Leadership	4.77± 1.70	5.28 ± 1.76	5.02 ± 1.37	1.528	.220
2-Integration	5.25 ± 1.47	5.48 ± 1.67	5.37 ± 1.46	.346	.708
3-Inclusion of served	4.37 ± 1.49	4.95 ± 1.55	4.62 ± 1.80	1.948	.146
4-Health literacy skills range	4.83 ± 1.95	4.30 ± 2.05	5.33 ± 1.93	4.085	.018
5-Communication standards	4.78 ± 1.92	5.40 ± 1.99	4.77 ± 2.03	1.990	.140
6-Provide access	5.40 ± 1.57	5.67 ± 1.59	5.93 ± 1.18	2.001	.138
7-Media variety	3.78 ± 1.70	4.38 ± 1.73	4.35 ± 1.65	2.368	.097
8-High risk	5.00 ± 1.44	5.58 ± 1.67	5.35 ± 1.39	2.287	.105
9-Costs	4.85 ± 1.77	5.77 ± 1.59	5.32 ± 1.59	4.616	.011
10-Workforce	4.27 ± 1.50	4.98 ± 1.72	5.02 ± 1.66	4.042	.019

Table 4: Distribution of HLHO-10 item scores according to hospital types

As it is seen from Table 4, the "Provide Access" item has the highest score in both university and public hospitals and "Costs" got the highest score in private hospitals. When the differences between hospitals for each item of the HLHO-10 are analyzed, three items were found to be statistically significant: "Health literacy skills range", "Costs" and "Workforce" ("p" values: 0.011, 0.018 and 0.019 respectively). Post hoc analyses indicated that there was a significant difference between public and private hospitals for the "health literacy skills range" item while the difference between university and private hospitals was significant for the "Costs" item. The differences for the mean score of the item "Workforce" was statistically significant between university hospitals and public hospitals and also university hospitals and private hospitals, where university hospitals had the lowest score.

RESULTS AND CONCLUSION

In this study, we investigated the organizational health literacy levels of 30 hospitals in Istanbul through two different assessment tools: the Organizational

Health Literacy Observation (OHLO) form and the HLHO-10 questionnaire. The Turkish version of HLHO-10 had a high internal consistency (Cronbach's alpha= 0.916) and content validity.

Criteria validity of the HLHO-10 could not be evaluated due to the lack of a gold standard. Private hospitals got the highest, and university hospitals the lowest mean scores for both of the OHLO and HLHO-10 questionnaire. However, there were no statistically significant differences between the three groups of hospitals. The scores of both methods were significantly correlated in private hospitals but not in public and university hospitals. This result may be due to the differences between the physical structures of the hospitals. Some of the public and university hospital buildings had been constructed and used for different purposes previously, such as shopping malls and business halls, which was problematic regarding physical structure and utilization as a hospital. The unwillingness of the public hospital managers towards the study was another factor that might have influenced the quality of the data. However, we conclude that the Turkish version of the HLHO-10 may be used as a reliable and valid measurement for assessment of organizational health literacy at least in private hospitals.

When the distribution of answers to the items of HLHO-10 was examined regarding hospitals, it was seen that item "Accessibility" had the highest score in both university and public hospitals. The item that got the highest score in private hospitals was the "Cost". Kowalski et al., who developed the measurement tool, used and showed its validity and reliability in Breast Cancer Treatment Centers in Germany, found that answers which got the highest score was "High-risk" and then the "Cost" and "Accessibility", contrary to our study (Kowalski et. al., 2015). The lowest scores in the same study were answers given to questions related to "health literacy skills range" and "Inclusion of served ". In our study, "media variety" had the lowest score and it was followed by "Inclusion of served".

Mean scores of three items of HLHO-10 were significantly different between hospital groups. These items were: communication with the patients about the out-of-pocket payments ("costs") (p=0.011), use of individualized health information ("health literacy skills range") (p=0.018) and training of the employees about health literacy ("workforce"). Public hospitals had the highest score for "health literacy skills range", private hospitals had the highest score for "costs", and university hospitals had significantly lower scores for "workforce". We conclude that the high literacy of the public hospitals for individualized health information and the private hospitals' about out-of-pocket payments are normal and expected findings. However, the lowest score of the university hospitals for the training of the employees about health literacy was not an expected result, since universities are institutions for education and training.

Studies on organizational health literacy in our country are very limited. Existing studies are focused on measuring individual health literacy and developing measurement methods for this purpose. How organizational health literacy will be implemented and how it will achieve its goals needs to be addressed systematically and to be regulated if necessary. The things to be done to achieve these goals are summarized under three headings (Briglia et. al., 2015):

- 1. To find a leadership to support health literacy
- 2. To have an effective health literacy vision throughout the organization
- 3. To ensure continuous training and supervision of all staffs on this topic

RECOMMENDATIONS

According to the results of this study, our suggestions are as follows:

• There is a need to raise awareness of individual and organizational health literacy for all personnel, especially managers in hospitals providing health services, and to organize appropriate trainings for this purpose.

• A participatory process should be developed where the views of patients and their relatives will be included in the regulations to be made related to organizational health literacy.

• The Turkish version of the HLHO-10 is a good assessment tool with high internal consistency and may be used at least by private hospital managers for monitoring organizational health literacy.

• Health policies related to organizational health literacy should be developed and considered as an important quality improvement criterion by the Ministry of Health.

LIMITATIONS OF THE STUDY

It is not correct to make conclusions about determinants of the organizational health literacy due to the cross-sectional nature of our study. The lack of a gold standard for assessment of organizational health literacy and the unwillingness of public hospital managers to participate in the study are the major reasons that limit the validity of the findings.

ACKNOWLEDGEMENT

This study was sponsored by TÜBİTAK (The Scientific and Technological Research Council of Turkey- Grant No: 215S955).

REFERENCES

Aboumatar, H. J., Carson, K. A., Beach, M. C., Roter, D. L., Cooper, L. A. (2013). The Impact of Health Literacy on Desire for Participation in Healthcare, Medical Visit Communication, and Patient Reported Outcomes among Patients with Hypertension. *Journal of General Internal Medicine*, *28*(11), 1469-1476. doi: 10.1007/s11606-013-2466-5.

Baker, D. W. (2006). The Meaning and the Measure of Health Literacy. *Journal of General Internal Medicine*, *21*(8):878-883. doi: 10.1111/j.1525-1497.2006.00540.x.

Bostock, S., Steptoe, A. (2012). Association between Low Functional Health Literacy and Mortality in Older Adults: Longitudinal cohort study. *British Medical Journal* 344:e1602. doi: https://doi. org/10.1136/bmj.e1602.

Brach, C., Keller, D., Hernandez, L.M., Baur, C., Parker, R., Dreyer, B., Schyve, P., Lemerise, A., Schillinger, D. (2012). Ten Attributes of Health Literate Health Care Organizations. *Institute of Medicine of the National Academies*, Washington, DC.

Briglia, E., Perlman, M., Weissman, M. A. (2015). Integrating Health Literacy into Organizational Structure, *Physician Leadership Journal*, *2* (2), 66-69.

CDC (Centers for Disease Control and Prevention). (2017). *What is health literacy?* Retrieved from (https://www.cdc.gov/healthliteracy/learn/index.html), on: (01.12.2017).

Charet, G. P. (2010). Hospitals Address Health Literacy for Improved Care, Cost Savings. *Hospitals and Health Networks*, *85*(5), 14.

DeWalt, D.A., Callahan, L.F., Hawk, V.H., Broucksou, K.A., Hink, A. (2010). Health Literacy Universal Precautions Toolkit. Rockville, MD: U.S. Department of Health and Human Services, *Agency for Healthcare Research and Quality.*

Hardie, N.A., Kyanko, K., Busch, S., Losasso, A.T., Levin, R.A. (2011). Health Literacy and Health Care Spending and Utilization in a Consumer-driven Health Plan. *Journal of Health Communication 16* (Suppl 3): 308–21. doi: 10.1080/10810730.2011.604703.

Hernandez, L. (2012). How Can Health Care Organizations Become More Health Literate? *Workshop summary*. Washington, DC: Institute of Medicine of the National Academies.

Kaphingst, K. A., Weaver, N. L., Wray, R. J., Brown, M. L., Buskirk, T., Kreuter, M. W. (2014). Effects of Patient Health Literacy, Patient Engagement and a System-Level Health Literacy Attribute on

Patient-Reported Outcomes: A Representative Statewide Survey. *BMC Health Services Research*, 7(14), 475. doi: 10.1186/1472-6963-14-475.

Koh, H.K., Berwick, D.M., Clancy, C.M., Baur, C., Brach, C., Harris, L.M., et al. (2012). New Federal Policy Initiatives to Boost Health Literacy Can Help the Nation Move Beyond the Cycle of Costly 'Crisis Care'. *Health Affairs*. *31*(2):434–43. doi: 10.1377/hlthaff.2011.1169.

Kowalski, C., Lee, S. D., Schmidt, A., Wesselmann, S., Markus, A., Wirtz, M.A., Pfaff, H., Ernstmann, N. (2015). The Health Literate Health Care Organization 10 Item Questionnaire (HLHO-10): Development and Validation. *BMC Health Services Research*, *1*(15):47. doi: 10.1186/s12913-015-0707-5.

Palumbo, R., Annarumma, C. (2014). The Importance of Being Health Literate : An Organizational Health Literacy Approach. 17th Toulon-Verona International Conference, Liverpool (England), August 28-29, 2014, *Conference Proceedings* ISBN 9788890432743.

Rudd, R.E., Andersen, J.E. (2006). The Health Literacy Environment of Hospitals and Health Centers. Partners for Action: Making Your Healthcare Facility Literacy Friendly. *Harvard School of Public Health Department of Society*, Human Development and Health, Boston.

Sanders, L. M., Federico, S., Klass, P., Abrams, M.A., Dreyer, B. (2009). Literacy and Child Health: A Systematic Review. *Archives of Pediatrics & Adolescent Medicine 163*(2):131-140. doi: 10.1001/archpediatrics.2008.539.

Schillinger, D., Keller, D. (2011). The Other Side of the Coin: Attributes of a Health Literate Health Care Organization. Washington, DC: *Institute of Medicine*.

Schillinger, D., Machtinger, E.L., Wang, F., Chen, L.L., Win, K., Palacios, J., Rodriguez, M., Bindman, A. (2005). Language, Literacy, and Communication Regarding Medication in an Anticoagulation Clinic: Are Pictures Better Than Words? Advances in Patient Safety: From Research to Implementation. Rockville, MD: *Agency for Healthcare Research and Quality.*

Sorensen, K., Van den Broucke, S., Fullam, J., Doyle, G., Pelikan, J., Slonska, Z., Brand, H. (2012). Health Literacy and Public Health: A Systematic Review and Integration of Definitions and Models. *BMC Public Health*, *12*(1), 80. doi: https://doi.org/10.1186/1471-2458-12-80.

Sudore, R. L., K. Yaffe, K., Satterfield, S., Harris, T. B., Mehta, K. M., Simonsick, E. M., Newman, A.B., Rosano, C., Rooks, R., Rubin, S. M., Ayonayon, H. N., Schillinger, D. (2006). Limited Literacy and Mortality in The Elderly: The Health, Aging, and Body Composition Study. *Journal of General Internal Medicine* 21(8):806-812.

Volandes, A.E., Paasche-Orlow, M.K. (2007). Health Literacy, Health Inequality and a Just Healthcare System. *The American Journal of Bioethics*, 7(11), 5-10.

Preparing the Manuscript

General Considerations

Manuscripts should be kept to a minimum length. Authors should write in clear, concise English, employing an editing service if necessary. For professional assistance with improving the English, figures, or formatting in the manuscript before submission please contact the editorial office by e-mail for suggestions.

The responsibility for all aspects of manuscript preparation rests with the authors. Extensive changes or rewriting of the manuscript will not be undertaken by the Editors.

It is best to use the fonts "Times" and "Symbol." Other fonts, particularly those that do not come bundled with the system software, may not translate properly. Ensure that all special characters (e.g., Greek characters, math symbols) are present in the body of the text as characters and not as graphic representations. Be sure that all characters are correctly represented throughout the manuscript—e.g., 1 (one) and I (letter I), 0 (zero) and 0 (letter o).

All text (including the title page, abstract, all sections of the body of the paper, figure captions, scheme or chart titles, and footnotes and references) and tables should be in one file. Graphics may be included with the text or uploaded as separate files. Manuscripts that do not adhere to the guidelines may be returned to authors for correction.

Articles of all kind. Use page size A4. Vertically orient all pages. Articles of all kind must be double-spaced including text, references, tables, and legends. This applies to figures, schemes, and tables as well as text. They do not have page limitations but should be kept to a minimum length. The experimental procedures for all of the experimental steps must be clearly and fully included in the experimental section of the manuscripts.

Nomenclature. It is the responsibility of the authors to provide correct nomenclature. It is acceptable to use semisynthetic or generic names for certain specialized classes of compounds, such as steroids, peptides, carbohydrates, etc. In such a case, the name should conform to the generally accepted nomenclature conventions for the compound class. Chemical names for drugs are preferred. If these are not practical, generic names, or names approved by the World Health Organization, may be used.

Compound Code Numbers. Compounds widely employed as research tools and recognized primarily by code numbers may be designated in the manuscript by code numbers. Their chemical name or structure should be provided. Editors have the discretion of determining which code numbers are considered widely employed.

Trademark Names. Trademark names for reagents or drugs must be used only in the experimental section. Do not use trademark or service mark symbols.

Manuscript Organization

Title Page. Title: The title of the manuscript should reflect the purposes and findings of the work in order to provide maximum information in a computerized title search. Minimal use of nonfunctional words is encouraged. Only commonly employed abbreviations (e.g., DNA, RNA, ATP) are acceptable. Code numbers for compounds may be used in a manuscript title when placed in parentheses AFTER the chemical or descriptive name.

Authors' Names and Affiliations: The authors' full first names, middle initials, last names, and affiliations with addresses at the time of work completion should be listed.

Abstract and keywords. Articles of all types must have an abstract. The maximum length of the Abstract should be 400 words, organized in a findings-oriented format in which the most important results and conclusions are summarized. Code numbers may be used once in the abstract.

After the abstract, a section of Keywords has to be given. Be aware that the keywords, chosen according to the general concept, are very significant during searching and indexing of the manuscripts.

Introduction. The rationale and objectives of the research should be discussed in this section. The background material should be brief and relevant to the research described.

Methodology. Materials, synthetic, biological, demographic, statistical or experimental

methods of the research should be given detailed in this section. The authors are free to subdivide this section in the logical flow of the study. For the experimental sections, authors should be as concise as possible in experimental descriptions. General reaction, isolation, preparation conditions should be given only once. The title of an experiment should include the chemical name and a bold Arabic identifier number; subsequently, only the bold Arabic number should be used. Experiments should be listed in numerical order. Molar equivalents of all reactants and percentage yields of products should be included. A general introductory section should include general procedures, standard techniques, and instruments employed (e.g., determination of purity, chromatography, NMR spectra, mass spectra, names of equipment) in the synthesis and characterization of compounds, isolates and preparations described subsequently in this section. Special attention should be called to hazardous reactions or toxic compounds. Provide analysis for known classes of assay interference compounds.

The preferred forms for some of the more commonly used abbreviations are mp, bp, ${}^{\circ}C$, K, min, h, mL, μ L, g, mg, μ g, cm, mm, nm, mol, mmol, μ mol, ppm, TLC, GC, NMR, UV, and IR. Units are abbreviated in table column heads and when used with numbers, not otherwise.

Results and Discussion. This section could include preparation, isolation, synthetic schemes and tables of data. The discussions should be descriptive. Authors should discuss the analysis of the data together with the significance of results and conclusions. An optional conclusions section is not required.

Ancillary Information. Include pertinent information in the order listed immediately before the references.

PDB ID Codes: Include the PDB ID codes with assigned compound Arabic number. Include the statement "Authors will release the atomic coordinates and experimental data upon article publication."

Homology Models: Include the PDB ID codes with assigned compound Arabic number. Include the statement "Authors will release the atomic coordinates upon article publication."

Corresponding Author Information: Provide telephone numbers and email addresses for each of the designated corresponding authors.

Present/Current Author Addresses: Provide information for authors whose affiliations or addresses have changed.

Author Contributions: Include statement such as "These authors contributed equally."

Acknowledgment: Authors may acknowledge people, organizations, and financial supporters in this section.

Abbreviations Used: Provide a list of nonstandard abbreviations and acronyms used in the paper, e.g., YFP, yellow fluorescent protein. Do not include compound code numbers in this list.

Citing in the Text. For citations in the text, use the last name of the author(s) and the year of publication (e.g. for a single author (Aydin, 2018) / for two authors (Aydin and Ozen, 2018) / for three or more authors (Aydin et al., 2018)

References and Notes. The accuracy of the references is the responsibility of the author(s). List all authors; do not use et al. Provide inclusive page numbers. The APA style should be used consistently throughout the references. For more details, please follow the links below.

https://www.apastyle.org/ http://dergipark.gov.tr/uploads/files/4d53/3a73/0e3c/572f7df1cee3c.pdf

List submitted manuscripts as "in press" only if formally accepted for publication. Manuscripts available on the Web with a DOI number are considered published. For manuscripts not accepted, use "unpublished results" after the names of authors. Incorporate notes in the correct numerical sequence with the references. Footnotes are not used.

Tables. Tabulation of experimental results is encouraged when this leads to more effective presentation or to more economical use of space. Tables should be numbered consecutively in order of citation in the text with Arabic numerals. Footnotes in tables should be given italic lowercase letter designations and cited in the tables as superscripts. The sequence of letters should proceed by row rather than by column. If a reference is cited in both table and text, insert a lettered footnote in the table to refer to the numbered reference in the text. Each table must be provided with a descriptive title that, together with column headings, should make the table self-explanatory. Titles

and footnotes should be on the same page as the table. Tables may be created using a word processor's text mode or table format feature. The table format feature is preferred. Ensure each data entry is in its own table cell. If the text mode is used, separate columns with a single tab and use a return at the end of each row. Tables may be inserted in the text where first mentioned or may be grouped after the references.

Figures, Schemes/Structures, and Charts. The use of illustrations to convey or clarify information is encouraged. Remove all color from illustrations, except for those you would like published in color. Illustrations may be inserted into the text where mentioned or may be consolidated at the end of the manuscript. If consolidated, legends should be grouped on a separate page(s). Include as part of the manuscript file.

To facilitate the publication process, please submit manuscript graphics using the following guidelines:

1. The preferred submission procedure is to embed graphic files in a Word document. It may help to print the manuscript on a laser printer to ensure all artwork is clear and legible.

2. Additional acceptable file formats are: TIFF, PDF, EPS (vector artwork) or CDX (ChemDraw file). If submitting individual graphic files in addition to them being embedded in a Word document, ensure the files are named based on graphic function (i.e. Scheme 1, Figure 2, Chart 3), not the scientific name. Labeling of all figure parts should be present and the parts should be assembled into a single graphic.

EPS files: Ensure that all fonts are converted to outlines or embedded in the graphic file. The document settings should be in RGB mode. **NOTE:** While EPS files are accepted, the vector-based graphics will be rasterized for production. Please see below for TIFF file production resolutions.

3. TIFF files (either embedded in a Word doc or submitted as individual files) should have the following resolution requirements:

- Black & White line art: 1200 dpi
- Grayscale art (a monochromatic image containing shades of gray): 600 dpi
- Color art (RGB color mode): 300 dpi

- The RGB and resolution requirements are essential for producing high-quality graphics within the published manuscript.

- Most graphic programs provide an option for changing the resolution when you are saving the image. Best practice is to save the graphic file at the final resolution and size using the program used to create the graphic.

4. Graphics should be sized at the final production size when possible. Single column graphics are preferred and can be sized up to 240 points wide (8.38 cm.). Double column graphics must be sized between 300 and 504 points (10.584 and 17.78 cm's). All graphics have a maximum depth of 660 points (23.28 cm.) including the caption (please allow 12 points for each line of caption text).

Consistently sizing letters and labels in graphics throughout your manuscript will help ensure consistent graphic presentation for publication.

Image Manipulation. Images should be free from misleading manipulation. Images included in an account of research performed or in the data collection as part of the research require an accurate description of how the images were generated and produced. Apply digital processing uniformly to images, with both samples and controls. Cropping must be reported in the figure legend. For gels and blots, use of positive and negative controls is highly recommended. Avoid high contrast settings to avoid overexposure of gels and blots. For microscopy, apply color adjustment to the entire image and note in the legend. When necessary, authors should include a section on equipment and settings to describe all image acquisition tools, techniques, and settings, and software used. All final images must have resolutions of 300 dpi or higher. Authors should retain unprocessed data in the event that the Editors request them.

Specialized Data

Biological Data. Quantitative biological data are required for all tested compounds. Biological test methods must be referenced or described in sufficient detail to permit the experiments to be repeated by others. Detailed descriptions of biological methods should be placed in the experimental section. Standard compounds or established drugs should be tested in the same system for comparison. Data may be presented as numerical expressions or in graphical form; biological data for extensive series of compounds should be presented in tabular form. Active compounds obtained from combinatorial syntheses should be resynthesized and retested to verify that the biology conforms to the initial observation. Statistical limits (statistical significance) for the biological data are usually required. If statistical limits cannot be provided, the number of determinations and some indication of the variability and reliability of the results should be given. References to statistical methods of calculation should be included.

Doses and concentrations should be expressed as molar quantities (e.g., mol/kg, µmol/kg, M, mM). The routes of administration of test compounds and vehicles used should be indicated, and any salt forms used (hydrochlorides, sulfates, etc.) should be noted. The physical state of the compound dosed (crystalline, amorphous; solution, suspension) and the formulation for dosing (micronized, jet-milled, nanoparticles) should be indicated. For those compounds found to be inactive, the highest concentration (in vitro) or dose level (in vivo) tested should be indicated.

If human cell lines are used, authors are strongly encouraged to include the following information in their manuscript:

- the cell line source, including when and from where it was obtained;
- whether the cell line has recently been authenticated and by what method;
- whether the cell line has recently been tested for mycoplasma contamination.

Confirmation of Structure. Adequate evidence to establish structural identity must accompany all new compounds that appear in the experimental section. Sufficient spectral data should be presented in the experimental section to allow for the identification of the same compound by comparison.

List only infrared absorptions that are diagnostic for key functional groups. If a series contains very closely related compounds, it may be appropriate merely to list the spectral data for a single representative member when they share a common major structural component that has identical or very similar spectral features.

Submitting the Manuscript

Communication and log in to Author's Module All submissions to JHESP should be made by using Online Article Acceptance and Evaluation system on the journal web page.