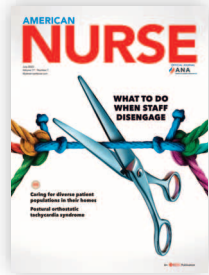


## AUTHOR GUIDELINES



*American Nurse Journal*, a peer-reviewed journal published by HealthCom Media, is dedicated to integrating the art and science of nursing. As the official journal of the American Nurses Association, it serves as an important and influential voice for nurses across the country. The journal is committed to delivering authoritative research translated into practical, evidence-based literature and relevant content to keep nurses up-to-date on best practices, help them maximize patient outcomes, advance their careers, and enhance their professional and personal growth and fulfillment. If you're considering writing for us, use these guidelines to help choose an appropriate topic, learn how to submit your manuscript, and improve the likelihood that we'll accept your article for publication.

### JOURNAL PROFILE

**Overview:** *American Nurse Journal* is a peer-reviewed journal that provides a voice for today's nurses in all specialties, all practice settings, and all organizational levels. Packed with practical information, it keeps nurses up-to-date on best practices, helps them maximize patient outcomes, and enhances their careers.

**Distribution:** The journal is sent to 200,000 nurses who work in various settings and specialties, including staff nurses, advanced practice nurses, managers, educators, researchers, and administrators.

**Indexing:** *American Nurse Journal* is indexed in the Cumulative Index to Nursing and Allied Health Literature (CINAHL) Database.

### EDITORIAL PROFILE

**Overview:** By transforming authoritative research and clinical data into clearly written prose, *American Nurse Journal* provides evidence-based information that readers can apply daily in their practice. It also serves as a forum for the discussion of professional development and career management issues.

As part of our commitment to enhancing readers' professional and personal growth and fulfillment, we also publish articles that guide nurses toward living healthier lifestyles and managing stress effectively.

**In each issue:** Every issue of *American Nurse Journal* offers compelling feature articles on clinical and professional topics, plus continuing nursing education (CNE) articles. Regular departments include:

- Healthy Nurse
- Practice Matters
- Leading the Way
- Strictly Clinical
- Life at Work

**Topics:** Our readers appreciate timely topics relevant to hands-on nursing care in all settings—hospital, home, or community—as well as current professional and leadership issues. In particular, we're seeking articles that:

- present evidence-based clinical information
- discuss recent developments, such as new treatments, procedures, or diagnostic techniques
- provide step-by-step descriptions of new or difficult clinical procedures

- discuss new drugs or new drug regimens
- explore the legal and ethical issues that nurses face
- address important professional and career issues
- share strategies to improve patient safety and the quality of nursing care through best practices
- explore controversies in nursing and healthcare
- help nurses influence decision-making in their practice environments and organizations
- discuss how to better leverage technology to improve patient outcomes
- offer advice on enhancing mental, emotional, and spiritual well-being to help nurses reach their full potential in every aspect of life.

### PUBLICATION ETHICS

- *American Nurse Journal* adheres to the principals stated in the Committee on Publication Ethics (COPE) Guidelines, which can be found at [publicationethics.org/guidance/Guidelines](http://publicationethics.org/guidance/Guidelines).
- The article must be your own original work. Do not submit material taken verbatim from a published source, except for brief passages, which you should put in quotes and attribute to the source.
- Manuscripts submitted to *ANJ* must not have been previously published or be under consideration for publication in another journal.
- In accordance with the International Committee of Medical Journal Editors, all listed authors must have made substantive intellectual contributions to the manuscript "without which the work, or an important part of the work, could not have been completed or the manuscript could not have been written and submitted for publication." In particular, authors should read about Roles and Responsibilities at [icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html](http://icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html)
- Authors must disclose real and potential conflicts of interest.

### BEFORE YOU SUBMIT AN ARTICLE

Please send a brief email query to [cmee@healthcommedia.com](mailto:cmee@healthcommedia.com). In the email:

- Describe the topic of your proposed article, including why it would be of interest to readers of *American*

Nurse Journal.

- Briefly outline key components of the article.
- Briefly explain why you're qualified to write on this topic.
- Provide your name, position title, employer, and phone number.

We'll let you know if we're interested in the article you've proposed and provide advice for focusing it.

### TIPS ON WRITING FOR AMERICAN NURSE JOURNAL

Articles for our journal are written in informal, concise language. When writing the manuscript, follow these guidelines:

- Base your information on the latest nursing standards and clinical practice guidelines.
- Be clear and concise; avoid convoluted sentences.
- Provide examples and practical points that can be readily applied to practice.
- Address readers directly, as if you're speaking to them. For example:  
"After turning on the power, connect the tube..."
- In general, use active—not passive—verbs. Active verbs engage the reader and make the writing simpler, clearer, and more interesting.

#### Examples

**Sentence with passive verb:** *Heart rhythm should be monitored closely.* Avoid this type of sentence.

**Sentence with active verb:** *Monitor heart rhythm closely.* Use this type of sentence instead.

- Clearly explain theoretical or complex terms in everyday language. Avoid medical and nursing jargon.
- Don't use acronyms or abbreviations, except those you're sure every reader is familiar with (such as "I.V."). Instead, spell out the full term.
- As appropriate, use trailing zeroes for diagnostic test results, as in "urine pH 5.0." However, Do NOT use trailing zeroes for drug dosages; for example, use "15 mg," NOT "15.0 mg."
- Use generic names for medications.
- Consider using boxed copy (sidebar) for points you'd like to emphasize, clarify, or elaborate on. Also consider putting appropriate information in tables (using Microsoft Word).

Resources for new authors:

- Redulla R. Writing clinical articles: A step-by-step guide for nurses. *Am Nurse J.* 2022;17(5)24-6. [myamericannurse.com/writing-clinical-articles-a-step-by-step-guide-for-nurses](http://myamericannurse.com/writing-clinical-articles-a-step-by-step-guide-for-nurses)
- Saver C. *Anatomy of Writing for Publication for Nurses.* 4th ed. Indianapolis: Sigma Theta Tau International; 2021.
- Saver C. The Writing Mind. [myamericannurse.com/category/the-writing-mind/](http://myamericannurse.com/category/the-writing-mind/)
- Nurse Author & Editor ([naepub.com](http://naepub.com)).

### Article length

Use the following as a rough guide (word counts include tables, but not references):

- Continuing education article: about 3,300 words
- Feature article: about 1,800 to 2,400 words
- Department article: about 1,000 to 1,500 words.  
Note: **Rapid Response** articles should be no more than 600 words.

### References

List all references in alphabetical order at the end of your manuscript. Do NOT use Microsoft Word footnote function and do NOT cite them within the text unless you are citing statistics or discussing a single study. In that case, use a format such as:

- According to the Centers for Disease Control and Prevention, cigarette smoking causes more than 480,000 deaths annually.
- A study by Jones and colleagues found that ... You only need to provide sufficient information for readers to identify which reference matches with the information in the main text. References must be from professionally reliable sources and should be no more than 5 years old unless they are "classics."

To format the references in your list, use the *American Medical Association Manual of Style: A Guide for Authors and Editors (10th ed)*. If you don't have access to this book, simply follow these examples:

Item	Example
<b>Journal*</b>	Bassett AM, Ka-Chun S, Honaker JA. Using functional ability measures to assess fall risk in acute care. <i>West J Nurs Res.</i> 2020;42(12):1050-8. doi: 10.1177/0193945920924637
<b>Book</b>	Saver C. <i>Anatomy of Writing for Publication for Nurses.</i> 4th ed. Indianapolis, IN: Sigma Theta Tau International; 2021.
<b>Chapter in a book</b>	Turner S. Pharmacology of pain. In: Hood P, Khan E, eds. <i>Understanding Pharmacology in Nursing Practice.</i> New York City, NY: Springer; 2020;117-46.
<b>Online reference</b>	National Institute of Neurological Disorders and Stroke. Meningitis and encephalitis fact sheet. March 3, 2020. <a href="https://ninds.nih.gov/Disorders/Patient-Care-giver-Education/Fact-Sheets/Meningitis-and-Encephalitis-Fact-Sheet">ninds.nih.gov/Disorders/Patient-Care-giver-Education/Fact-Sheets/Meningitis-and-Encephalitis-Fact-Sheet</a>

\*If there are more than three authors, cite the first three and then use et al.

Please limit the number of references to no more than 12 (20 for a CNE article).

## ABOUT TABLES AND FIGURES

We encourage you to submit tables and figures for your article (although publication isn't guaranteed).

### Figures

- Submit each figure in a separate electronic file, labeled with the number and brief name of the figure. For example: "figure 1, venous thromboembolism."
- In the text of your article, note where the figure should appear. For example, "Insert figure 1 here."
- Place the names of the figures at the end of the article, and include a brief caption and the source for each. For example, "figure 1: venous thromboembolism. From American Cardiovascular Association, 2020."
- Submit images that go with figures as JPG files, with resolution 300 dpi at 4.5 inches wide.
- Save files of diagrams, drawings, graphs, and other line art at a resolution of at least 1200 dpi. If these were created in a Microsoft Office program, please send the native (DOC, PPT, XLS) file.

### Tables

- Put tables at the end of the document.
- Number each table and include a name and a brief introductory statement. For example,

**Table 1. Risk factors for venous thromboembolism**

Early identification of risk factors is crucial in preventing venous thromboembolism.

- In the text of your article, note where the table should appear. For example, "Insert table 1 here."

Note: The author is responsible for obtaining permission for reprinting tables and figures from another source. If there is a fee, the payment can wait until after the article is accepted; simply note that you will obtain permission. If you have already obtained permission, please submit verification with your article.

## HOW TO SUBMIT YOUR ARTICLE

Submit in Microsoft Word. Other formats will **NOT** be accepted.

- Put the article title, your initials (not your name), and the date at the top of the first page of your article.
- Do **NOT** include extra hard returns between lines or paragraphs, extra spaces between words, or any special coding.
- Send a separate cover letter that includes the following for each author:
  - Name
  - Credentials
  - Email
  - At least two telephone contact numbers
  - Employer name, city, and state
  - Position title
  - Disclosure of any funding sources or other support for preparation of the paper.

- Identify who will be the corresponding author (primary contact).
- Send a signed author agreement and conflict of interest form as a PDF, which is available at [myamericanurse.com/author-guidelines/](https://myamericanurse.com/author-guidelines/). (Each author must sign separate agreements and forms.)
- Verify you have all the submission information by completing the checklist below.

Item	Completed
Manuscript in Microsoft Word	_____
Cover letter	_____
Tables (in main article) and figures (as separate files)	_____
Permission email or letter for copyright material	_____
Signed author agreement/ conflict of interest statement (one for each author)	_____

- Email your submission to: [production@healthcommedia.com](mailto:production@healthcommedia.com) and [cmee@healthcommedia.com](mailto:cmee@healthcommedia.com).

## WHAT HAPPENS TO YOUR MANUSCRIPT AFTER SUBMITTAL?

- We will confirm receipt via email.
- If we're interested in publishing your manuscript, we'll send it for double-blind peer review (authors and reviewers do not know each other's identity). Peer reviewers are selected based on their areas of expertise.
- After peer review, we'll let you know whether the manuscript has been accepted, rejected, or recommended for revision.
- If accepted for publication, your article will go through our standard in-house editorial process to ensure adherence to our editorial style. Before it's published (in print and/or online), you'll have the opportunity to review the edited version.

## THANK YOU!

Thank you for considering publishing in *American Nurse Journal*. If you have any questions, please contact Cheryl Mee, MSN, MBA, RN, FAAN, Executive Editorial Director, at [cmee@healthcommedia.com](mailto:cmee@healthcommedia.com).

