The Canadian Journal of Critical Care Nursing

CACCN

Guidelines for Authors

The Canadian Journal of Critical Care Nursing™ (CJCCN), formerly known as *Dynamics: The Journal of the Canadian Association of Critical Care Nurses*, is distributed to members of the CACCN, to individuals, and to institutions interested in critical care nursing. The journal is published four times annually.

The editorial board invites submissions on any of the following: clinical, education, management, research and professional issues in critical care nursing. Original articles on any aspect of critical care nursing are welcome. The journal is listed in CINAHL and Medline.

The journal provides a forum for:
- New clinical practices
- Clinical case studies
- Research papers
- Short reports
- Reviews
- Arts-informed scholarship
- Letters to the Editor

Manuscripts submitted for publication must follow the following format:

1. **Title page** with the following information:
   - Author(s) name, and credentials, title/position
   - Place of employment/affiliation
   - If there is more than one author, co-authors' names, credentials, titles/positions should be listed in the order that they should appear in the published article
   - Indicate the primary person to contact and address for correspondence
   - Provide five key words for indexing

2. **Abstract:**
   - A brief abstract of the article on a separate page of 150 - 250 words.

3. **Acknowledgements**
   - Other contributing individuals and sources of research funding should appear in an acknowledgment section.

3. **Body of manuscript:**
   - Length: a maximum of 23 pages including tables, figures, and references
   - Format: double spaced, 2.5 cm margins on all sides. Pages should be numbered sequentially including tables, and figures.
   - Prepare the manuscript in the style as outlined in the American Psychological Association's (APA) Publication Manual 6th Edition. An exception from APA is the spelling (should be current "Canadian" use where applicable).
   - Use only generic names for products, devices and drugs.
   - Suggested format for research papers is background, methods, findings/results, discussion.

- The CJCCN supports the SAGER guidelines and encourages authors to report data systematically by sex or gender when feasible.
- Tables, figures, illustrations and photographs must be submitted each on a separate page after the references. Illustrations should be computer-generated or professionally drawn. Images should be in electronic form and high resolution. The CJCCN is only printed in black and white copy. If you want to publish a photograph of people you must include a consent from them.
- If you want to publish a case study, if the patient/family can possibly be identified by anyone (e.g., even your own staff), please include a consent.
- References: the author is responsible for ensuring that the work of other individuals is acknowledged accordingly. Direct or indirect quotes must be acknowledged according to APA guidelines.

4. Implications for Nurses

- Provide a separate page with 3 – 5 important points or clinical/research implications relevant to the paper. These will be published with the paper and possibly in CACCN social media (e.g., CACCN eNewsletter, Facebook, Twitter).

4. Copyright:

Manuscripts submitted and published in the *CJCCN* become the property of CACCN.

5. Submission:

- Submit manuscripts electronically as a Word document to the editorial office at pprice@mtroyal.ca and CACCN national office (caccn@caccn.ca).
- Submit a signed Author Declaration. All authors must declare any conflicts of interest and acknowledge that they have made substantial contributions to the work and/or contributed substantially to the manuscript at the time of acceptance.

5. Review process and timelines

- All manuscripts are reviewed through a blinded, peer review process.
- Accepted manuscripts are subject to copyediting.
- Expected timeline from submission to response is approximately 8 weeks.
- Papers can be accepted as is, accepted with minor revisions, sent back for revisions and a request to resubmit, or rejected.
- If a paper is rejected, that decision is final.
- Once a manuscript is accepted, time to publication is approximately 3 – 6 months.

References

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Wahington, DC: Author.

Heidan, S., Babor, T.F., De Castro, P., Tort, S., & Curno, M. (2016). Sex and gender equity in research: Rationale for SAGER guidelines and recommended use. *Research Integrity and Peer Review, 1*(2). http://dx.doi.org/10.1186/s41073-016-0007-6