

## ViewPoint

[www.aacn.org/viewpoint](http://www.aacn.org/viewpoint)

*ViewPoint*, the official publication of the American Academy of Ambulatory Care Nursing (AACN), is distributed bimonthly to nursing professionals.

It is dedicated to presenting up-to-date information on current topics in ambulatory care nursing and telehealth nursing practice. *ViewPoint* also provides a forum for communication between the AACN Board of Directors and association members.



## Author Guidelines

### Regular Features

- ◆ Association News
- ◆ Care Coordination and Transition Management
- ◆ Continuing Nursing Education
- ◆ Emerging Clinical Issues
- ◆ From Our Members
- ◆ Health Policy Update
- ◆ President's Message
- ◆ Safety Corner
- ◆ Series on Leadership
- ◆ Sharpening Your Legal IQ
- ◆ Telehealth Trials and Triumphs

### Style

- ◆ Follow the *Manual of the American Psychological Association* (APA) (6th edition). *Manuscript Success* by Leslie H. Nicoll (2012) is also a helpful reference.
- ◆ Provide cover sheet with manuscript title, author name, credentials, professional affiliation, and contact information (include phone and fax numbers, email address).
- ◆ Manuscripts must be typed, double-spaced on 8.5" x 11" white paper, and should be no more than 3,000 words (about 6-10 pages, not including references). Font should be Times New Roman, 12 point.
- ◆ Prior to submission, a colleague should read the manuscript, if possible. Refer to "A Guide for Potential Authors" for complete instructions (available at [www.aacn.org/ViewPoint](http://www.aacn.org/ViewPoint)).
- ◆ More resources for authors are available at [www.ajj.com/jpi](http://www.ajj.com/jpi).

### Tables/Figures/Photos

- ◆ Authors are encouraged to include camera-ready tables, figures, and photos (black and white or color). Limit 4.
- ◆ When using tables or figures adapted/reprinted from another source, author must obtain written permission for both print and electronic use from original publisher. Acquiring permission to reprint previously published materials is the responsibility of the author.
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- ◆ Tables and figures should be attached on separate pages **after** the reference list. Corresponding citations (e.g., see Table 1) should be noted in the manuscript text.

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### References

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- ◆ Limit references to 10-12 entries.
- ◆ References must be no older than 5 years.
- ◆ In-text citations: Use the author-date method of citation, e.g., "(Doe, 2018)" or "Doe (2018) states..." Only use page numbers when quoting directly from a source.
- ◆ All citations should reference primary sources. The use of secondary sources (material analyzed or interpreted from the primary source) is discouraged. If necessary, locate a copy of the original work and credit it as such.
- ◆ Authors are encouraged to provide the digital object identifier (DOI) number for all references when possible directly after the citation.
- ◆ Manuscripts must NOT contain reference software codes.
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#### Book:

Haas, S.A., Swan, B.A., & Haynes, T.S. (Eds.) (2014). *Care coordination and transition management core curriculum*. Pitman, NJ: American Academy of Ambulatory Care Nursing.

#### Chapter in a book:

Watwood, C. (2013). Patient education and counseling. In C.B. Laughlin (Ed.), *Core curriculum for ambulatory care nursing* (3rd ed., pp. 233-262). Pitman, NJ: American Academy of Ambulatory Care Nursing.

#### Periodical:

Preputnik, D., & Hart-Tipton, P. (2015). After hours critical lab reporting: Streamlining the process. *ViewPoint*, 37(4), 4-7.

#### Internet:

Follow APA style, depending on source. Include author(s) or source, document or title description, and Internet address (uniform resource locator, or URL).

### Manuscript Submission and Editorial Contacts

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### Nursing Economic\$ [www.nursingeconomic.net](http://www.nursingeconomic.net)

AACN also publishes the "Perspectives in Ambulatory Care" column in *Nursing Economic\$, The Journal for Health Care Leaders*. This column is written by AACN members.

**Contact Editor Kitty Shulman at [kittyschulman@earthlink.net](mailto:kittyschulman@earthlink.net) to inquire about writing opportunities.**

