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DESCRIPTION

The *Journal of Emergency Nursing*, the official journal of the Emergency Nurses Association (ENA), is committed to the dissemination of high quality, peer-reviewed manuscripts relevant to all areas of emergency nursing practice across the lifespan. Journal content includes clinical topics, integrative or systematic literature reviews, research, and practice improvement initiatives that provide emergency nurses globally with implications for translation of new knowledge into practice.

The Journal also includes focused sections such as case studies, pharmacology/toxicology, injury prevention, trauma, triage, quality and safety, pediatrics and geriatrics.

The Journal aims to mirror the goal of ENA to promote: community, governance and leadership, knowledge, quality and safety, and advocacy.

IMPACT FACTOR

2016: 0.795 © Clarivate Analytics Journal Citation Reports 2017

ABSTRACTING AND INDEXING

Scopus
Journal Citation Reports - Science Edition
CINAHL

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GUIDE FOR AUTHORS

Editorial Policies
The Journal of Emergency Nursing (JEN) welcomes unsolicited articles.

Articles that are published as print articles in the JEN will also be published online in the correlating online issue of JEN.

Articles that are designated by JEN as online-only will not be published in hardcopy, although they will be listed in the hardcopy table of contents. All JEN articles, print or online, are recognized as published articles. When an author is notified via email of the JEN issue to which his/her accepted article is assigned, he/she will also be notified whether his/her article will be published as online-only or in hardcopy.

All submitted manuscripts must be original material that has not been published elsewhere and is not under consideration by another journal at the time of submission to JEN. JEN does not publish pilot studies.

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It is the author’s responsibility to obtain and submit proof of copyright permission for any material from previously published sources, including excerpted text, illustrations, charts, tables, photographs, etc. Proof of permission must be submitted along with the manuscript in the form of a letter or document expressly granting permission for re-use of the material from the holder of the copyright.

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Upon actual submission of the manuscript at (https://www.evise.com/profile/api/navigate/JEN) instructions for concurrent submission of the permission letter(s) will be provided.

Types of Papers
JEN publishes the following full-length and department articles. Submission information is provided below.

Peer-Reviewed Articles: Peer-reviewed manuscripts include: Research, Systematic Review, Meta-analysis, Practice Improvement, Clinical topics, and Case Review.

Department/Section Articles: Letters to the Editor, Advanced Practice Spotlight, Clinical Nurses Forum, Danger Zone, Experience Talks, Geriatric Update, Injury Prevention, International Emergency Nursing, Pediatric Update, Pharm/Tox Corner, Trauma Notebook, Triage Decisions, Understanding Research

Letters to the Editor
JEN invites letters to the editors. While the focus of such letters can be a topic of special interest to the letter writer, all letters must be relevant to emergency nursing practice in order to be considered for publication. Most frequently letters are in response to a recent article published in JEN and provide additional information or discussion.

Letters to the editor must be no longer than 1 page, double spaced, using 12 font. Letters should be submitted to JEN Editor-in-Chief Anne Manton at apmatc@comcast.net and JEN Managing Editor Annie Kelly at anniewkelly@gmail.com. Please include name, credentials, city and state, and email address.

Contact for Questions
Direct questions to Managing Editor Annie Kelly at: anniewkelly@gmail.com or 413-427-3620.
BEFORE YOU BEGIN

Ethics in publishing
Please see our information pages on Ethics in publishing and Ethical guidelines for journal publication.

Plagiarism is globally recognized as a serious academic offense. Please read and adhere to the guidelines for Ethics in Publishing. Please accept these guidelines (by checking the box in the last column) before you approve your paper and complete the submission of your paper.

Authors are required to disclose to the Editor, in a cover letter at the time of submission, any commercial associations that could pose a conflict of interest or financial bias. These include consultation fees, patent licensing arrangements, company stock, payments for conducting or publicizing a study, travel, honoraria, gifts, or meals. If the article is accepted for publication, the Editor will determine how any conflict of interest should be disclosed.

Direct quotations, tables, and illustrations that have appeared in copyrighted material must be accompanied by written permission for their use from the copyright owner and original author and complete source information must be cited. Articles appear in both the print and online versions of the journal, and wording of the letter should specify permission in all forms and media. Failure to get electronic permission rights may result in images not appearing in the online version at http://www.journals.elsevier.com/journal-of-emergency-nursing/.

Authors are expected to fulfill the requirements of their employer’s publication policy before submitting their manuscript.

Submission declaration and verification
Submission of an article implies that the work described has not been published previously (except in the form of an abstract, a published lecture or academic thesis, see ‘Multiple, redundant or concurrent publication’ for more information), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in English or in any other language, including electronically without the written consent of the copyright-holder. To verify originality, your article may be checked by the originality detection service Crossref Similarity Check.

Changes to authorship
Authors are expected to consider carefully the list and order of authors before submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion or rearrangement of author names in the authorship list should be made only before the manuscript has been accepted and only if approved by the journal Editor. To request such a change, the Editor must receive the following from the corresponding author: (a) the reason for the change in author list and (b) written confirmation (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed.

Only in exceptional circumstances will the Editor consider the addition, deletion or rearrangement of authors after the manuscript has been accepted. While the Editor considers the request, publication of the manuscript will be suspended. If the manuscript has already been published in an online issue, any requests approved by the Editor will result in a corrigendum.

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Please write your text in good English (American or British usage is accepted, but not a mixture of these). Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English may wish to use the English Language Editing service available from Elsevier's WebShop.

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Photographs of identifiable persons, whether patients or staff, must be accompanied by signed releases, such as the following: "I hereby give [author's name] permission to use the photograph of [subject's name] in the Journal of Emergency Nursing."

**Submission Information**

All submitted manuscripts must be original material that has not been published elsewhere and is not under consideration by another journal at the time of submission to *JEN*. *JEN* does not publish pilot studies. The review process customarily requires approximately 8 weeks, though there are exceptions. Enquiry calls or e-mails after 8 weeks to ask about the decision are welcomed.

All new Research, Systematic Review, Meta-analysis, Practice Improvement and Clinical full-length manuscripts, as well as Case Reviews and Letters to the Editor, must be submitted through the *JEN* online submission and review Web site (https://www.evise.com/profile/api/navigate/JEN). The Web site guides authors stepwise through the creation and uploading of the various files. Authors are to submit the text, tables, and artwork in electronic form (not as a PDF) to this address. Submission items include a cover letter (save as a separate file for upload), the manuscript (including title page, abstract [for research and practice improvement manuscripts only]), main text, references, tables, figures, and table/figure legends, permission statement(s) for any copyrighted material [save as a separate file for upload], and electronic copy of the IRB permission letter when applicable [save as a separate file for upload].) Authors are responsible for statistical analysis, which must be reviewed for accuracy prior to article submission. *JEN* does not publish pilot studies. Revised manuscripts should also be accompanied by a cover letter for comments to the editor. The submission order of files is as follows: cover letter, manuscript file(s), table(s), figure(s). Files are to be labeled with appropriate and descriptive file names (e.g., SmithText.doc, Fig1.eps, Table3.doc). Upload text, tables, and graphics (figures) as separate files. (You can compress multiple figure files into a ZIP file and upload that in one step; the system will then unpack the files and prompt you to name each figure.) Do not import figures or tables into the text document and do not upload your text as a PDF.

Authors must submit their articles electronically to this journal at https://www.evise.com/profile/api/navigate/JEN. The system automatically converts source files to a single PDF file of the article, which is used in the peer-review process. Please note that even though manuscript source files are converted to a PDF file at submission for the review process, these source files are needed for further processing after acceptance. All correspondence, including notification of the Editor's decision and requests for revision, takes place by via the EVISE system.

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Contributions to departments/sections are not always peer reviewed. Contributing authors work directly with the section editor(s). The section editor reviews manuscripts, edits as necessary, and makes the recommendation to the editor-in-chief regarding acceptance. The editor-in-chief also reviews the manuscript and makes the final decision regarding publication.

Queries and/or manuscripts should be e-mailed directly to the appropriate section editor.

**Advanced Practice Spotlight** Send to Cindy Kumar at: cindyk.jenap@gmail.com or Darleen Williams at: darleenW.JENAP@gmail.com

**Clinical Nurses Forum** Send to Andrew D. Harding at: AD HardingRN@gmail.com or Kate Whalen at: katewhalenrn@aol.com

**Danger Zone** Send to Susan Paparella at: spaparella@ismp.org
Emergency Nursing Review Questions Send to Carrie McCoy at: MCCOY@nku.edu or Benny Marett at bmarett@comporium.net

Experience Talks Send to Cindy Lefton at: clefton@q4solutions.com or Jennifer Williams at: jawilliamscns@gmail.com

Geriatric Update Send to Joan Somes at: somes@black-hole.com or Nancy Stephens Donatelli at: question4gene@gmail.com

Injury Prevention Send to Anna Maria Valdez at avaldez@santarosa.edu

International Emergency Nursing Send to Pat Clutter at: prclutter@gmail.com or Nancy Bonalumi at: NBonalumi@comcast.net

Pediatric Nursing Review Questions Send to Scott DeBoer at: scott@peds-r-us.com or Michael Seaver at: seaver.michael@gmail.com

Pediatric Update Send to J Patricia A. Normandin at: pnormandinrn@aol.com

Pharm/Tox Corner Send to Allison A. Muller at acri.muller@comcast.net

Trauma Notebook Send to Diane Gurney at: dianegurney@twc.com

Triage Decisions Send to Andi Foley at: andii42@yahoo.com

Understanding Research Send to Lisa Wolf at: lwolf@ena.org

PREPARATION

Manuscript Preparation

Manuscripts must be typed using 12 font size and double-spaced. Research, Systematic Review, Practice Improvement, and Clinical manuscripts are limited to 15 pages. Articles for special departments/sections including Review Articles (previously named Case Reviews) are limited to 5 pages. Letters to the Editor are limited to 1 page. Length restriction for all manuscripts includes text plus references, tables, charts, and illustrations.

All lines on manuscripts must be numbered. To do this, submitting authors can open their manuscript in Word, click on "File" at the top left of the computer screen to open selections, and then click on the selection that says "Page Setup." The page setup box will then appear, and then click on the "Layout" option at the top of the box. Go down to the bottom left of the box where it says "Line Numbers." Click on "Line Numbers" and a smaller box will appear. Click on the box where it says "Add Line Numbering," and then click on the box toward the bottom that says "Continuous Numbering." Then click "OK" at the bottom of that box, and then "OK" at the bottom of the remaining box.

Title page The title page must include the manuscript title, full name(s) of author(s), academic degrees, position, institution, city, state, and if applicable the author(s) ENA chapter name. Designate the corresponding author. Author credentials are to be listed in the following order: highest academic credential (e.g. MSN), licensure (e.g. RN), certifications (e.g. CEN), honorary recognition (e.g. FAEN). Include home address, business, and home telephone numbers, and e-mail address. NOTE: The title page should be uploaded as a separate document to ensure peer reviewers are blinded as to the author(s) identity.

Body of Text Standard abbreviations are to be used consistently throughout the article. Spell out unusual or coined abbreviations at first mention, followed in parentheses by the abbreviation. The policy of JEN is to abbreviate the term "emergency department" when it modifies a word (e.g., "ED procedure") and to spell it out when it is used as a noun (e.g., "in the emergency department"). The term "emergency nurse" should be used.
The generic name of a drug is to be used instead of the proprietary name whenever possible. If it is necessary to use a trade name for a drug, capitalize the name and insert it parenthetically after the generic name when first mentioned. Treat product names similarly, and the manufacturer's full name, city, and state should be cited in a footnote or in parentheses in the text.

Weights and measurements are to be expressed in metric units and temperature in degrees centigrade, followed with Fahrenheit degrees in parentheses.

References References are to be to the original sources of information in most instances. JEN requires AMA style, 10th Edition referencing. Cite references by number only in the text, consecutively, in the order of their mention. Type a numbered reference list double-spaced at the end of the text to correspond with the in-text reference citations. For further detail see the AMA Manual of Style, A Guide for Authors and Editors, Tenth Edition (http://www.amamanualofstyle.com).

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Research manuscripts are to begin with the heading "Contribution to Emergency Nursing Practice" followed by three bullet points using the format provided below. Limit this section to 120 words or less. The current state of scientific knowledge on [insert topic] indicates [insert statement]. The main findings of this research is [insert statement]. Key implications for emergency nursing practice from this research are [insert statement]. This is to be followed by a structured abstract of no more than 250 words in the following format: Introduction, Methods, Results, Discussion. Do not use abbreviations or referenced statements in the abstract. Up to 6 key words are to be provided following the abstract. JEN does not publish pilot studies.

The main body of the manuscript is to include the following headings: Introduction (describe the problem, significance, synthesize relevant literature, purpose of the study, research, questions or hypotheses), Methods (describe the study design, sample and setting, human subjects protection, measures, data analysis procedures), Results, Discussion, Limitations, Implications for Emergency Nurses, and Conclusions. All references must be cited in the text. References are to be the original sources of information in most instances. JEN requires AMA-style referencing. Cite references by number only in the text, consecutively, in the order of their mention. Type a numbered reference list double-spaced at the end of the text to correspond with the in-text reference citations. For further details see the AMA Manual of Style, A Guide for Authors and Editors, Tenth Edition, (http://www.amamanualofstyle.com).

The total length of the manuscript is not to exceed 15 double-spaced pages, including all references, tables, charts, and figures. Reports of randomized controlled trials must address all items in the CONSORT checklist (http://www.consort-statement.org). Reports of qualitative studies should follow the COREQ checklist (http://www.equator-network.org/reporting-guidelines/coreq). An electronic copy of the Ethical Statement (also called the IRB permission letter) from the institution that granted permission to conduct the study must accompany the submission. If the Ethical Statement is not in English, an English translation must also be submitted. The Ethical Statement is to be uploaded to the "Ethical Statement" section of the manuscript in the EVISE submission system at https://www.evise.com/profile/api/navigate/JEN.

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Preparation of Systematic Reviews, Integrative Reviews, and Meta-analysis
Manuscripts that are Systematic Reviews, Integrative Reviews, and Meta-analysis are to begin with the heading "Contribution to Emergency Nursing Practice," followed by three bullet points using the format provided below. Limit this section to 120 words or less. The current state of scientific knowledge on [insert topic] indicates [insert statement]. The main findings of this paper is [insert statement]. Key implications for emergency nursing practice from this study
are __________________. This is to be followed by a structured abstract of no more than 250 words in the following format: Introduction, Methods, Results, and Discussion. Do not use abbreviations or referenced statements in the abstract. Up to 6 key words are to be provided following the abstract. The main body of the manuscript is to include the following headings: Introduction (describe the problem, significance, and specific question(s) addressed in the review(s)), Methods (describe the study design and characteristics, eligibility criteria, and databases used), Results (provide information about the studies included in the review and summarize results), Discussion (present main findings including strength of evidence for each finding, recommendations based on findings, and limitations), Implications for Emergency Nursing Practice, and Conclusions. All references must be cited in the text. References are to be the original sources of information in most instances. **JEN requires AMA-style referencing.** Cite references by number only in the text, consecutively, in the order of their mention. Type a numbered reference list double-spaced at the end of the text to correspond with the in-text reference citations. For further details see the AMA Manual of Style, A Guide for Authors and Editors, Tenth Edition (http://www.amamanualofstyle.com).

The total length of the manuscript should not exceed 15 double-spaced pages, including all references, tables, charts, and figures. If appropriate, an electronic copy of the Ethical Statement (also called the IRB permission letter) from the institution that granted permission to conduct the study must accompany the submission. If the Ethical Statement is not in English, an English translation must also be submitted. The Ethical Statement is to be uploaded to the "Ethical Statement" section of the manuscript in the EVISE submission system at https://www.evise.com/profile/api/navigate/JEN.

Authors are to use the PRISMA reporting guidelines (http://www.equator-network.org/reporting-guidelines/prisma/) to prepare the manuscript. Please be advised that while much of the content in the PRISMA Guidelines is appropriate for inclusion, every numbered subject headings (1-27) might not be applicable to every manuscript. **Preparation of Practice Improvement Manuscripts**

Practice Improvement manuscripts are to begin with the heading "Contribution to Emergency Nursing Practice," followed by three bullet points using the format provided below. Limit this section to 120 words or less. The current state of scientific knowledge on ________________ [insert topic] indicates __________________. The main findings of this research is ________________. Key implications for emergency nursing practice from this research are __________________. A structured abstract (250 words or less) is to be included with the headings Introduction (a brief description of the problem), Methods, Results, and Discussion. Do not use abbreviations or referenced statements in the abstract. Original articles reporting quality improvement (QI) or evidence-based practice (EBP) projects or capstone projects may not be generalized beyond the authors organization but they may be of interest to JEN readers who have similar clinical issues in comparable institutions. Authors should use the SQUIRE guidelines (http://www.squire-statement.org) to prepare the manuscript. The main body of the manuscript is to include the following headings: Introduction, Methods, Results, Discussion, Implications for Emergency Nursing, and Conclusions. Please be advised that while much of the content in the Squire Guidelines is appropriate for inclusion, every numbered subject headings (1-19) may not be applicable to every manuscript. **JEN** does not publish pilot studies.

Reports of projects involving human participants must include a statement explaining what type of oversight is required, or the ethical standards followed, at the author's organization to conduct QI or EBP projects. This may or may not include Institutional Review Board (IRB) review. If IRB review is required, an electronic copy of the Ethical Statement (also called the IRB permission letter) from the institution that granted permission to conduct the study must accompany the submission. If the IRB approval is not in English, an English translation must also be submitted. The Ethical Statement is to be uploaded to the "Ethical Statement" section of the manuscript in the EVISE submission system at https://www.evise.com/profile/api/navigate/JEN.

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References are to be the original sources of information in most instances. *JEN* requires *AMA-style referencing*. Cite references *by number only* in the text, consecutively, in the order of their mention. Type a numbered reference list double-spaced at the end of the text to correspond with the in-text reference citations. For further details see the *AMA Manual of Style, A Guide for Authors and Editors*, Tenth Edition (http://www.amamanualofstyle.com).

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**Preparation of Clinical Paper Manuscripts**

Clinical manuscripts are to begin with the heading "Contribution to Emergency Nursing Practice," followed by three bullet points using the format provided below. Limit this section to 120 words or less. The current state of scientific knowledge on [insert topic] indicates [insert statement]. The main findings of this research is [insert statement]. Key implications for emergency nursing practice from this research are [insert statement].

Clinical papers are timely, clinically-oriented manuscripts and should be well organized in presenting information that summarizes up-to-date current knowledge on a topic relevant to emergency nursing. Clinical papers need not include an exhaustive literature review nor must they include a rigorous evaluation of the level of evidence of the articles cited. Rather, they should provide a broad overview of a selected topic. Cited references should be within the past 5 years with the exception of seminal articles. A section detailing the implications for emergency nursing practice as presented in the paper must be included prior to the papers concluding summary. The manuscript is not to exceed 15 pages, including references, tables, and figures.

All references must be cited in the text. References are to be the original sources of information in most instances. *JEN* requires *AMA-style referencing*. Cite references by number only in the text, consecutively, in the order of their mention. Type a numbered reference list double-spaced at the end of the text to correspond with the in-text reference citations. For further details see the *AMA Manual of Style, A Guide for Authors and Editors*, Tenth Edition (http://www.amamanualofstyle.com).

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Case Review presentations should include new, unusual, or complex clinical problems, new therapies that were utilized, aspects that inspired improvements in care, and/or cases where emergency nurses/nursing were instrumental to the outcome. The disease or condition and the patients outcome should be briefly discussed. The review summary should focus on the emergency care phase and may include pre-hospital events, initial assessment, diagnostic process, interventions, and follow-up. The teaching message of the paper is to be supported by recent definitive references from original sources of information, such as published studies. Discussion should include how clinical presentation, diagnosis, and treatment relates to the current literature. Patients' names are not included nor are patient descriptors that are not integral to the case. *JEN* requires *AMA-style referencing*. Cite references *by number only* in the text, consecutively, in the order of their mention. Type a numbered reference list double-spaced at the end of the text to correspond with the in-text reference citations. For further details see the *AMA Manual of Style, A Guide for Authors and Editors*, Tenth Edition (http://www.amamanualofstyle.com). The length of the manuscript is not to exceed 3-5 double-spaced pages, including references, tables, charts, and figures.
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**Double-blind review**

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- **Blinded manuscript (no author details):** The main body of the paper (including the references, figures, tables and any acknowledgements) should not include any identifying information, such as the authors' names or affiliations.

**Formatting Manuscripts**

The text should be in single-column format. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. However, do use bold face, italics, subscripts, superscripts etc. as appropriate. When preparing tables, if you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the Guide to Publishing with Elsevier: http://www.elsevier.com/guidepublication). Note that source files of figures, tables and text graphics will be required whether or not you embed your figures in the text. See also the section on Electronic artwork.

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