DESCRIPTION

The Journal of the Association of Nurses in AIDS Care (JANAC) is a peer-reviewed, international nursing journal that covers the full spectrum of the global HIV epidemic, focusing on prevention, evidence-based care management, interprofessional clinical care, research, advocacy, policy, education, social determinants of health, epidemiology, and program development. JANAC functions according to the highest standards of ethical publishing practices and offers innovative publication options, including open access and preproduction manuscript posting, where the journal can post accepted manuscripts within 7 days.

JANAC is included in Index Medicus, MEDLINE, CINAHL, Social Sciences Citation Index, and the Science Citation Index Expanded. JANAC is also included in the following abstracting services: Scopus, MEDLINE/PubMed, EBSCO, Expanded Science Citation Index, IBZ (International Bibliography of Periodical Literature on the Humanities and Social Sciences), International Nursing Index, and PsychINFO.

AUDIENCE

Nurses and nurse practitioner in AIDS Care

IMPACT FACTOR

2017: 1.418 © Clarivate Analytics Journal Citation Reports 2018
ABSTRACTING AND INDEXING

MEDLINE®
CINAHL
IBZ
International Nursing Index
Pollution Abstracts
PsycLIT
Risk Abstracts
Safety Science & Risk Abstracts
Biological Sciences
Family & Society Studies Worldwide
Health and Safety Science Abstracts
Psychology Abstracts
Virology and AIDS abstracts
AIDS and Cancer Research
PsychINFO
PsycINFO
RIndex
Sexual Diversity Studies

EDITORIAL BOARD

Editor
Lucy Bradley-Springer, PhD, RN, ACRN, FAAN, University of Colorado Denver, Denver, Colorado, USA

Associate Editors
Michael V. Relf, PhD, RN, AACRN, ACNS-BC, CNE, FAAN, Duke University School of Nursing, Durham, North Carolina, USA
Barbara Swanson, PhD, RN, FAAN, Rush University College of Nursing, Chicago, Illinois, USA

Editorial Advisory Board
Suha Ballout, PhD, RN, University of Massachusetts Boston, College of Nursing and Health Sciences, Boston, Massachusetts, USA
Rebecca Brotemarkle, PhD, RN, ACRN, CCM, CHPN, University of Maryland, School of Nursing, Baltimore, Maryland, USA
Wei-Ti Chen, RN, CNM, PhD, Yale University, Orange, Connecticut, USA
Gwendolyn Childs, PhD, RN, University of Alabama at Birmingham, Birmingham, Alabama, USA
Patricia Cioe, PhD, CNP, Brown University, School of Public Health, Providence, Rhode Island, USA
Comfort Chu Enah, PhD, RN, University of Alabama at Birmingham, Birmingham, Alabama, USA
Louis Fogg, PhD, College of Nursing, Rush Medical College and University of Illinois at Chicago, Chicago, Illinois, USA
Donna Gullette, PhD, APRN, ACACNP-BC, ACNP-BC, University of Arkansas for Medical Sciences, Little Rock, Arkansas, USA
Mary Jo Hoyt, MS, FNP, Rutgers, The State University of New Jersey, Newark, New Jersey, USA
Jeanne Kemppainen, PhD, RN, FAAN, UNC Wilmington, School of Nursing, Wilmington, North Carolina, USA
Kenn M. Kirksey, PhD, RN, ACNS-BC, FAAN, Harris Health System, Houston, Texas, USA
Carl Kirton, DNP, RN, MBA, University Hospital, Newark, New Jersey, USA, Adjunct Professor
St. Peter’s University, Jersey City, New Jersey, USA, New York University, New York, New York, USA
Sara E. Dolan Looby, PhD, ANP-BC, FAAN, Harvard Medical School, Program in Nutrition Metabolism & Yvonne L. Munn Center for Nursing Research
Massachusetts General Hospital, Boston, Massachusetts, USA
Regis R. Marie Modeste, PhD, RN, RM, RNE, Cape Peninsula University of Technology, Bellville, South Africa
Donatilla Mukamana, RMH, MScN, PhD, School of Nursing and Midwifery, College of Medicine and Health Sciences, Kigali, Rwanda
LaRon E. Nelson, PhD, RN, FNP, FNAP, University of Rochester School of Nursing, Rochester, New York, USA
St. Michael’s Hospital, Centre for Urban Health Solutions, Toronto, Ontario, Canada
Veronica Nije-Carr, RN, PhD, ACNS-BC, FWACN, University of Maryland School of Nursing, Baltimore, Maryland, USA
R. David Parker, PhD, ACE, West Virginia University, School of Nursing, Morgantown, West Virginia, USA
Donna Roberson, PhD, FNP-BC, Executive Director of Program Evaluation, East Carolina University College of Nursing, Greenville, North Carolina, USA
Julie Schexnayder, DNP, MPH, ACNP-BC, AACRN, Louis Stokes Cleveland VA Medical Center, Cleveland, Ohio, USA
Rebecca Schnall, PhD, MPH, RN-BC, Columbia University School of Nursing, New York, New York, USA
Susan G. Silva, PhD, Duke University School of Nursing, Durham, North Carolina, USA
La Fleur Small, PhD, Wright State University, Dayton, Ohio, USA
David E. Vance, PhD, MGS, University of Alabama at Birmingham, Birmingham, Alabama, USA
Hu Yan, PhD, School of Nursing, Fudan University, Shanghai, China

ANAC Board Liaison
Carol Dawson-Rose, PhD, RN, FAAN, University of California at San Francisco, San Francisco, California, USA

Managing Editor
Kristen Overstreet, Leander, Texas, USA

Founding Editor
Jeanne Kalinoski

Editor Emeritus
R Sowell
GUIDE FOR AUTHORS

INTRODUCTION
The Journal of the Association of Nurses in AIDS Care (JANAC) is the official journal of the Association of Nurses in AIDS Care (ANAC). JANAC’s mission is to support nursing practice, research, and education through the dissemination of scholarly, cutting-edge knowledge and practice standards. JANAC provides a forum for interdisciplinary discussions about clinical practice, education, research, prevention, public health, health administration, international health, legal-ethical issues, social issues, and public policy related to all aspects of the HIV epidemic. JANAC invites original articles that focus on a broad spectrum of issues related to HIV, from the perspectives of nursing, public health, clinical care, research, mental health, behavioral health, and medicine. Submissions are welcomed from nurses, other health care providers, social scientists, epidemiologists, and other authors.

TYPES OF PAPERS
JANAC invites contributions in the form of feature manuscripts, including reports of original research and state-of-the-knowledge reviews; research, practice, or program briefs; case studies; topical columns and commentaries; guest editorials; and media and book reviews. Letters to the editor are encouraged.

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

HUMAN AND ANIMAL RIGHTS
The privacy rights of human subjects must always be observed. Authors should include a discussion in the manuscript about the process used to assure privacy and safety for all human subjects. This will usually include acknowledging the review board that approved the study, and discussing the informed consent process and how human subjects were informed of their rights.
Authors should ensure that all work described has been carried out in accordance with The Code of Ethics of the World Medical Association (Declaration of Helsinki) for experiments involving humans http://www.wma.net/en/30publications/10policies/b3/index.html; EU Directive 2010/63/EU; for animal experiments http://ec.europa.eu/environment/chemicals/lab_animals/legislation_en.htm; Uniform Requirements for manuscripts submitted to Biomedical journals http://www.icmje.org.

CONFLICT OF INTEREST
Authors are required to provide full disclosure of actual or potential conflicts of interest relevant to the subject matter of the manuscript that have occurred over the previous 2 years, during the research being reported on, and/or that can reasonably be expected to occur in the foreseeable future. Disclosures may include, but are not limited to, grants and funding, employment, affiliations, honoraria, consultancies, board positions,royalties, stock options and ownership, or expert testimony. Unless determined to be important to the review process, disclosures are held confidential until an article is accepted for publication. Disclosure statements appear with all articles published in JANAC. Authors should contact the Managing Editor with questions or concerns, but should err on the side of inclusion when in doubt. Please see the full Conflict of Interest Policy on our Web site at http://www.nursesinaidscarejournal.org/webfiles/images/journals/jana/conflict.pdf
If the author(s) has no conflicts of interest to declare (including relationships with pharmaceutical companies, biomedical device manufacturers, grantors, or other entities whose products or services are related to topics covered in this manuscript), this must be stated. In this case, please use the following statement:
The author(s) report(s) no real or perceived vested interests that relate to this article that could be construed as a conflict of interest.
The following is sample text for disclosure of a real or perceived conflict of interest:
This study was funded in part by ABC Corporation and grant #1-234-5678 from DEF Foundation. Kyle Smith reports having received lecture fees from XYZ Laboratories. Chris Gallegos disclosed consulting fees from 123 Inc. Pat Jones reports no financial interests or potential conflicts of interest.

SUBMISSION DECLARATION AND VERIFICATION
It is unethical to submit a manuscript to more than one journal at a time. A manuscript must be rejected or formally withdrawn by the author from one journal before it can be submitted to another journal.
Submission of an article implies that the work described (a) has not been published previously (except in the form of an abstract, as part of a published lecture or academic thesis, or as an electronic preprint, see http://www.elsevier.com/postingpolicy); (b) is not under consideration for publication elsewhere; (c) is approved by all authors for publication and is tacitly or explicitly approved by the responsible authorities where the work was carried out; and (d) if accepted, 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 will be checked by the originality detection service CrossCheck http://www.elsevier.com/editors/plagdetect.

**Use of inclusive language**

Inclusive language acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Articles should make no assumptions about the beliefs or commitments of any reader, should contain nothing which might imply that one individual is superior to another on the grounds of race, sex, culture or any other characteristic, and should use inclusive language throughout. Authors should ensure that writing is free from bias, for instance by using 'he or she', 'his/her' instead of 'he' or 'his', and by making use of job titles that are free of stereotyping (e.g. 'chairperson' instead of 'chairman' and 'flight attendant' instead of 'stewardess').

**AUTHORSHIP**

JANAC follows the ICMJE guidelines for definition of authorship:

Authorship credit should be based on (a) substantial contributions to conception and design, acquisition of data, or analysis and interpretation of data; (b) drafting the article or revising it critically for important intellectual content; and (c) final approval of the version to be published. Authors must meet all 3 conditions. (Retrieved from http://www.icmje.org/ethical_1author.html)

**Note:** It may be more appropriate to recognize individuals who have contributed but who do not meet authorship criteria in your acknowledgment statement.

**Papers with More than 6 Authors**

For papers with more than 6 authors, each author is required to declare his or her individual contribution to the article. All authors must have materially participated in the research and/or article preparation, so roles for all authors should be described in the disclosure statement.

For published manuscripts with more than 6 authors, the author list will appear in APA format on the cover and in the table of contents of the publication issue. These pages will list the first 6 authors, followed by ellipses (...), and the last author (i.e., Author, A., Author, B., Author, C., Author, D., Author, E., Author, F., . . . Author, Z.). All authors will be listed on the first page of the article in the print journal and in the online version.

**Changes to Authorship**

Authorship and the order of authors are established when the manuscript is submitted. Any change after that must be formally requested in a letter listing newly added or deleted authors, a change in the order of the previously listed authors, the new order of authors, and the reason for the change. All of the manuscripts’ authors must sign the request to signify agreement to the change. Alternatively, the corresponding author may e-mail this information to all of the authors and copy the editorial office (Kristen.overstreet@mac.com). Each author should then reply to all with his/her approval.

**COPYRIGHT**

When using another author’s work (e.g., modifying or adapting a published table or figure, or re-publishing a tool or questionnaire), even if you are not copying the material exactly, you may need to seek permission from the original copyright owner. Referencing the original source may not be enough. **It is the author’s responsibility to gain needed permissions.** For more information see: http://www.copyright.gov/

**Copyright**

Upon acceptance of an article, authors will be asked to complete a ‘Journal Publishing Agreement’ (for more information on this and copyright, see http://www.elsevier.com/copyright). An e-mail will be sent to the corresponding author confirming receipt of the manuscript together with a ‘Journal Publishing Agreement’ form or a link to the online version of this agreement.

Subscribers may reproduce tables of contents or prepare lists of articles including abstracts for internal circulation within their institutions. Permission of the Publisher is required for resale or distribution outside the institution and for all other derivative works, including compilations and translations (please consult http://www.elsevier.com/permissions). If excerpts from other copyrighted works are
included, the author(s) must obtain written permission from the copyright owners and credit the source(s) in the article. Elsevier has preprinted forms for use by authors in these cases: please consult http://www.elsevier.com/permissions.

For open access articles: Upon acceptance of an article, authors will be asked to complete an 'Exclusive License Agreement' (for more information see http://www.elsevier.com/OAAuthorAgreement). Permitted third party reuse of open access articles is determined by the author's choice of user license (see http://www.elsevier.com/openaccesslicenses).

**Author rights**
As an author you (or your employer or institution) have certain rights to reuse your work. For more information see http://www.elsevier.com/copyright.

Elsevier supports responsible sharing
Find out how you can share your research published in Elsevier journals.

**ROLE OF FUNDING SOURCE**
You are requested to identify sources of financial support for the conduct of research and/or article preparation and to briefly describe the role of the sponsor(s), if any, in (a) study design; (b) the collection, analysis, and interpretation of data; (c) writing the report; and (d) the decision to submit the article for publication. If the funding source(s) had no such involvement then this should be stated. Please include this information in your Acknowledgment section.

JANAC follows the policy and procedure of its publisher, Elsevier, to comply with the NIH Access Mandate. All reports of NIH-funded research accepted for publication in JANAC will be handled in the following manner.
Elsevier will send to PMC [PubMed Central] the final peer-reviewed manuscript, which was accepted for publication and sent to Elsevier’s production department, and that reflects any author-agreed changes made in response to peer-review comments. Elsevier will authorize the manuscript’s public access posting 12 months after final publication. Following the deposit by Elsevier, authors will receive further communications from the NIH with respect to the submission.

**Funding body agreements and policies**
Elsevier has established a number of agreements with funding bodies which allow authors to comply with their funder’s open access policies. Some funding bodies will reimburse the author for the gold open access publication fee. Details of existing agreements are available online.

After acceptance, open access papers will be published under a noncommercial license. For authors requiring a commercial CC BY license, you can apply after your manuscript is accepted for publication.

**Open access**
This journal offers authors a choice in publishing their research:

**Subscription**
- Articles are made available to subscribers as well as developing countries and patient groups through our universal access programs.
- No open access publication fee payable by authors.
- The Author is entitled to post the accepted manuscript in their institution’s repository and make this public after an embargo period (known as green Open Access). The published journal article cannot be shared publicly, for example on ResearchGate or Academia.edu, to ensure the sustainability of peer-reviewed research in journal publications. The embargo period for this journal can be found below.

**Gold open access**
- Articles are freely available to both subscribers and the wider public with permitted reuse.
- A gold open access publication fee is payable by authors or on their behalf, e.g. by their research funder or institution.

Regardless of how you choose to publish your article, the journal will apply the same peer review criteria and acceptance standards.

For gold open access articles, permitted third party (re)use is defined by the following Creative Commons user licenses:
Creative Commons Attribution-NonCommercial-NoDerivs (CC BY-NC-ND)
For non-commercial purposes, let’s others distribute and copy the article, and to include in a collective work (such as an anthology), as long as they credit the author(s) and provided they do not alter or modify the article.

PUBLISHING WITH JANAC
JANAC offers a variety of publication options, including traditional print with online ahead of print, online only, and open access. Manuscripts must go through peer review and editing processes prior to being accepted for any form of publication.

PRINT PUBLICATION WITH ONLINE AHEAD OF PRINT
After a paper is accepted for publication in JANAC, type set, and given final author approval, it will be placed into the publication queue. Print publication will usually take place within 9 months of acceptance. All articles accepted for publication will be published online ahead of print in a fully citable format until they are published in a print issue. The final format will include volume, issue, and page numbers. The only change from traditional print publication is that the article is available online for citation before formal print publication, allowing more rapid dissemination of cutting-edge information.

ONLINE ONLY PUBLICATION
JANAC offers the opportunity to publish accepted articles online only. These articles will not appear in JANAC’s printed pages. Instead, online-only articles are listed in the table of contents of the next available print issue and readers are directed to a URL to retrieve the articles in a final, fully citable format with e-page numbers. Online-only publication allows authors to publish their work in a timelier manner than waiting for print publication.

OPEN ACCESS PUBLICATION (OA)
Open access provides peer-reviewed scholarly research to readers via the Internet. Open access articles are freely available to members of ANAC, other subscribers, and the wider public with permitted reuse based on individual copyright agreements.

Immediate Open Access
If immediate open access is desired, a publication fee (see below) is payable by authors or their research funders. These articles will be immediately and permanently free for anyone to read and download. Permitted reuse is defined by the author’s choice of one of the Creative Commons user licenses listed below. Subscription open access articles are made available to subscribers as well as to developing countries and patient groups through Elsevier’s access programs (http://www.elsevier.com/access). There is no open access publication fee for these types of articles.

Open Access Fees
JANAC has a publication fee to provide open access, with the exception noted above. The author(s) or research funders may pay the fee. The author’s publication choice will have no effect on the peer review process or acceptance of submitted articles. The open access publication fee for JANAC is **$2,500 USD**, excluding taxes. Learn more about Elsevier’s pricing policy at http://www.elsevier.com/openaccesspricing

Open Access User Licenses
Authors who have paid The open access publication fee should choose from one of the following Creative Commons user licenses.

Creative Commons Attribution-NonCommercial-NoDerivs (CC-BY-NC-ND). This option is also for non-commercial purposes. It allows others to distribute and copy the article and to include it in a collective work (such as an anthology), as long as the user credits the author(s) and does not alter or modify the article.

Creative Commons Attribution (CC-BY). This option is available only for authors funded by organizations with which Elsevier has established an agreement. For a full list of these, please see http://www.elsevier.com/fundingbodies. Elsevier has established agreements with funding bodies. This ensures that authors can comply with funding body open access requirements, including specific user licenses, such as CC-BY. Some authors may also be reimbursed for associated publication fees (see http://www.elsevier.com/fundingbodies).

RETAINTED AUTHOR RIGHTS
As an author, you (or your employer or institution) retain certain rights. For more information on author rights: Subscription articles, see http://www.elsevier.com/journal-authors/author-rights-and-responsibilities Open access articles, see http://www.elsevier.com/OAauthoragreement

The gold open access publication fee for this journal is **USD 2500**, excluding taxes. Learn more about Elsevier’s pricing policy: https://www.elsevier.com/openaccesspricing.
Green open access
Authors can share their research in a variety of different ways and Elsevier has a number of green open access options available. We recommend authors see our green open access page for further information. Authors can also self-archive their manuscripts immediately and enable public access from their institution's repository after an embargo period. This is the version that has been accepted for publication and which typically includes author-incorporated changes suggested during submission, peer review and in editor-author communications. Embargo period: For subscription articles, an appropriate amount of time is needed for journals to deliver value to subscribing customers before an article becomes freely available to the public. This is the embargo period and it begins from the date the article is formally published online in its final and fully citable form. Find out more.
This journal has an embargo period of 12 months.

LANGUAGE USE AND EDITING SERVICES
Please write your text in proper English with U.S. spelling, grammar, and punctuation conventions. Authors who feel a manuscript may require editing to eliminate 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 (http://webshop.elsevier.com/languageediting/) or visit our customer support site (http://support.elsevier.com) for more information.
Manuscripts with poor English grammar are likely to be rejected without further consideration.

MANUSCRIPT SUBMISSION
JANAC uses an online manuscript submission and review system. Please visit https://www.editorialmanager.com/janac to submit a manuscript electronically. The Web site guides authors through the initial registration process, including uploading requisite files. A tutorial is available at the site for authors. All correspondence, including notification of the Editor's decision and requests for revision, takes place by e-mail.
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 although manuscript source files are converted to PDF files at submission for the review process, the source files (in a Word document) are needed for further processing during the revision process.
JANAC uses iThenticate© to detect similarities between submitted papers and previously published materials, including materials written and published by the author(s) of the submitted paper and information on the Internet. We will not review submissions with excessive similarities to other publications.
Submit your article
Please submit your article via https://www.editorialmanager.com/janac.

PEER REVIEW
Every submission for a featured manuscript is evaluated by at least two members of the review panel. Reviewers help the editor determine the paper's relevance and significance, the degree to which it advances knowledge, the quality of scholarly presentation, the integrity of research methods, and clinical content relevant to nursing practice and HIV care.

PREPARATION
YOUR PAPER YOUR WAY (YPYW)
JANAC now offers the Your Paper Your Way service. This service allows you to submit your manuscript as a single file, in any format or layout that our reviewers can use to evaluate your manuscript.

- The submission can be a PDF file or a Word document.
- Please note that JANAC uses a double-blind peer-review process, so the title page must be uploaded separately.
- Your submission should contain high enough quality figures for review. Individual figure files larger than 10 MB must be uploaded separately.
- Remember that you should submit a document that will be easy for reviewers to read and understand.

Note: Authors will eventually be asked to put papers into JANAC format, which is based on the Publication Manual of the American Psychological Association (APA, 2010), 6th edition. Instructions in the JANAC Style Guide take precedence over the APA Manual.
FORMATTING REQUIREMENTS
There are no strict formatting requirements for initial submission, but all manuscripts must contain essential elements. For example, a research paper should include an Abstract, Keywords, Introduction, Methods, Results, Conclusions, and Figures and Tables with Captions. If your paper contains videos and/or other supplementary material, they should be included in your initial submission for peer review purposes. Divide the article into clearly defined sections. JANAC format and style will need to be applied during the final revision process.

References
References can be in any style or format for initial submission, as long as the style is consistent and required components are included. Required components, when applicable, are: author name(s), journal title/book title, chapter title/article title, year of publication, journal volume number or book chapter, pagination, and DOI. The reference style used by the journal will be applied to all accepted articles by Elsevier at the proof stage. Note that missing components will be highlighted at the proof stage for the author to correct. Citations in the text must, likewise, be consistent, accurate, and easy for readers to use to find the correct reference.

Figures and tables
Please insert figures and tables near the relevant text in the manuscript, rather than at the end of the file.

TYPES OF SUBMISSIONS
Feature Articles
Submissions for feature articles should have the following components: (a) title page, submitted in a separate file (see the sample title page in the JANAC Style Guide); (b) manuscript body, including abstract and 3-6 key words (on first page), title, manuscript text, references, and tables, if applicable, and key considerations (see the JANAC Style Guide); and (c) figures, if applicable. Feature articles may be up to 28 pages on initial submission, not including the Title Page or Key Considerations. We accept a combined total of up to 5 tables and figures in feature manuscript submissions.

Other Submissions
Submissions are accepted for research, practice, or program briefs; topical columns and commentaries; guest editorials; media reviews; and letters to the editor. The editor reviews these submissions and determines whether input is needed from additional reviewers. These submissions should have the following components: (a) title page, submitted in a separate file (see the sample title page in the JANAC Style Guide); (b) manuscript body, including title, text, references, and tables, if applicable; and (c) figures, if applicable. Papers in this category may be up to 10 pages on initial submission. Please limit these submissions to a total of 2 tables and/or figures per manuscript. Abstracts and key considerations are not required.

COMPONENTS OF A MANUSCRIPT
Title Page
The title page should include each author’s credentials, title/position, affiliation, and location (city and state and/or country), and corresponding author and her/his e-mail address. The title page should be submitted as a separate document to blind our reviewers to information about the authors. See sample title page in the JANAC Style Guide.

Acknowledgments
Please acknowledge all sources of funding in an Acknowledgment Statement on the title page of the manuscript. This is also an appropriate place to acknowledge assistance from non-author colleagues in the development and production of a manuscript.

Abstract
Abstracts may contain up to 150 words, and should appear immediately above the body of the manuscript on page 1. Authors will also be asked to provide the abstract as part of the submission process. You may cut and paste your abstract into the submission box. Abstracts are required for all feature articles but not for other submissions.

Key words
Please provide at least 3 and no more than 6 key words. Key words related to the content of the manuscript should be listed in alphabetical order and separated by commas. For feature articles, place key words after the abstract on the first page of the manuscript. For other submissions, please place the key words on the title page.

Manuscript body
Manuscript pages should be numbered consecutively; running heads are not recommended. A clear and concise writing style is required.
References
The reference section should start on a new page after the end of the body of the paper. The list should represent current literature and appropriate historical references that have been used in the body of the paper as citations or referenced in the tables and/or figures. References should be limited to about 30 for research manuscripts; review manuscripts may use more references, but with restraint; brief submissions should limit references to 10-15.

Key Considerations
All feature manuscripts should include 3-6 key points from the article, with a focus on clinical applications. Points should be presented in a bulleted list and focus on pertinent concepts that can be reasonably derived from the manuscript and how they apply to the care of people living with HIV infection. This list should start on a new page following the reference list.

Tables
Tables are encouraged if they will help the reader better understand the text. Tables should be self-explanatory and enhance, not duplicate, the text. Tables should be numbered, titled, and referenced in the most appropriate section of the manuscript text. Tables should be placed as close as possible to the table reference in the submission. Any abbreviations in the table should be defined in a “Note.” below the table. Please number tables sequentially as they appear in the paper.

Figures
Figures, including photographs, are encouraged if they will help the reader better understand the text. Figures should be self-explanatory and enhance, not duplicate, the text. Figures can be imbedded in the manuscript as long as they remain clear and easy to read. Otherwise, submit them as separate files.

REPORTING GUIDELINES
JANAC encourages authors to use the following industry-recognized reporting guidelines to clarify that minimum reporting requirements have been met. For further information on reporting guidelines, visit http://www.equator-network.org

Study Type: Randomized Controlled Trial (RTC); Reporting Guideline: CONSORT
Link to Guideline Checklist: http://www.consort-statement.org/consort-statement/overview0/
Flowchart: http://www.consort-statement.org/consort-statement/overview0/

Study Type: Systematic Reviews and Meta-analyses of controlled trials; Reporting Guideline: PRISMA
Link to Guideline Checklist: http://www.prisma-statement.org/statement.htm
Flowchart: http://www.prisma-statement.org/statement.htm

Study Type: Quality Improvement (QI); Reporting Guideline: SQUIRE
Link to Guideline Statement: http://www.squire-statement.org/

Graphical abstract
Although a graphical abstract is optional, its use is encouraged as it draws more attention to the online article. The graphical abstract should summarize the contents of the article in a concise, pictorial form designed to capture the attention of a wide readership. Graphical abstracts should be submitted as a separate file in the online submission system. Image size: Please provide an image with a minimum of 531 × 1328 pixels (h × w) or proportionally more. The image should be readable at a size of 5 × 13 cm using a regular screen resolution of 96 dpi. Preferred file types: TIFF, EPS, PDF or MS Office files. You can view Example Graphical Abstracts on our information site.

Authors can make use of Elsevier's Illustration Services to ensure the best presentation of their images and in accordance with all technical requirements.

Data references
This journal encourages you to cite underlying or relevant datasets in your manuscript by citing them in your text and including a data reference in your Reference List. Data references should include the following elements: author name(s), dataset title, data repository, version (where available), year, and global persistent identifier. Add [dataset] immediately before the reference so we can properly identify it as a data reference. The [dataset] identifier will not appear in your published article.
Research data
This journal encourages and enables you to share data that supports your research publication where appropriate, and enables you to interlink the data with your published articles. Research data refers to the results of observations or experimentation that validate research findings. To facilitate reproducibility and data reuse, this journal also encourages you to share your software, code, models, algorithms, protocols, methods and other useful materials related to the project.

Below are a number of ways in which you can associate data with your article or make a statement about the availability of your data when submitting your manuscript. If you are sharing data in one of these ways, you are encouraged to cite the data in your manuscript and reference list. Please refer to the "References" section for more information about data citation. For more information on depositing, sharing and using research data and other relevant research materials, visit the research data page.

Data linking
If you have made your research data available in a data repository, you can link your article directly to the dataset. Elsevier collaborates with a number of repositories to link articles on ScienceDirect with relevant repositories, giving readers access to underlying data that gives them a better understanding of the research described.

There are different ways to link your datasets to your article. When available, you can directly link your dataset to your article by providing the relevant information in the submission system. For more information, visit the database linking page.

For supported data repositories a repository banner will automatically appear next to your published article on ScienceDirect.

In addition, you can link to relevant data or entities through identifiers within the text of your manuscript, using the following format: Database: xxxx (e.g., TAIR: AT1G01020; CCDC: 734053; PDB: 1XFN).

Mendeley Data
This journal supports Mendeley Data, enabling you to deposit any research data (including raw and processed data, video, code, software, algorithms, protocols, and methods) associated with your manuscript in a free-to-use, open access repository. During the submission process, after uploading your manuscript, you will have the opportunity to upload your relevant datasets directly to Mendeley Data. The datasets will be listed and directly accessible to readers next to your published article online.

For more information, visit the Mendeley Data for journals page.

Data statement
To foster transparency, we encourage you to state the availability of your data in your submission. This may be a requirement of your funding body or institution. If your data is unavailable to access or unsuitable to post, you will have the opportunity to indicate why during the submission process, for example by stating that the research data is confidential. The statement will appear with your published article on ScienceDirect. For more information, visit the Data Statement page.

AFTER ACCEPTANCE
REVISED SUBMISSIONS
When we ask for revisions, we will also ask that you provide JANAC with editable source files in Word documents: 1 file for the title page; 1 file for the text, tables, and key considerations; and 1 file for each figure. For best publication quality, figure files should be 300 dpi and in jpeg, EPS, or TIFF format. Figures should be numbered, titled, and referenced in the most appropriate section of the manuscript text. See the copyright section.

COPYRIGHT
Authors will be asked to sign appropriate transfer of copyright agreement for publication type, following acceptance of the paper. The author is responsible for the content of the final manuscript, accuracy of references, quoted material, and any violation of copyright. Authors must adhere to ethical standards for research and publication.
**USE OF THE DIGITAL OBJECT IDENTIFIER**
The Digital Object Identifier (DOI) is used to cite and link to electronic documents. The DOI consists of a unique alphanumeric character string assigned to a document by the publisher on initial publication (electronic or print). The assigned DOI never changes. Therefore, it is an ideal medium for citing a document, particularly Articles in Press, which have not yet received full bibliographic information. Example of correct DOI format: https://doi.org/10.1016/j.jana.2013.10.005 or, in URL format: https://doi.org/10.1016/j.jana.2013.10.005

**ONLINE PUBLICATION OF ACCEPTED MANUSCRIPTS**
JANAC publishes accepted articles 5 business days after they are released to Elsevier in an “In Press” Accepted Manuscript version. This version has not yet been copyedited or typeset. It is the final author-accepted version of the article. After the article has been copyedited, typeset, and approved by the author, a new electronic final version will replace the accepted version on the journal website and in Scopus. This version will then be incorporated into a future print issue of the journal unless the online-only option has been selected by the author.

**Online proof correction**
Corresponding authors will receive an e-mail with a link to our online proofing system, allowing annotation and correction of proofs online. The environment is similar to MS Word: in addition to editing text, you can also comment on figures/tables and answer questions from the Copy Editor. Web-based proofing provides a faster and less error-prone process by allowing you to directly type your corrections, eliminating the potential introduction of errors. If preferred, you can still choose to annotate and upload your edits on the PDF version. All instructions for proofing will be given in the e-mail we send to authors, including alternative methods to the online version and PDF.

We will do everything possible to get your article published quickly and accurately. Please use this proof only for checking the typesetting, editing, completeness and correctness of the text, tables and figures. Significant changes to the article as accepted for publication will only be considered at this stage with permission from the Editor. It is important to ensure that all corrections are sent back to us in one communication. Please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility.

**Offprints**
The corresponding author will, at no cost, receive a customized Share Link providing 50 days free access to the final published version of the article on ScienceDirect. The Share Link can be used for sharing the article via any communication channel, including email and social media. For an extra charge, paper offprints can be ordered via the offprint order form which is sent once the article is accepted for publication. Both corresponding and co-authors may order offprints at any time via Elsevier’s Webshop. Corresponding authors who have published their article gold open access do not receive a Share Link as their final published version of the article is available open access on ScienceDirect and can be shared through the article DOI link.

**JANAC STYLE GUIDE**
Authors are encouraged to consult and follow the “JANAC Style Guide,”

**AUTHOR INQUIRIES**
For inquiries relating to the submission of articles (including electronic submission) please visit this journal's homepage (http://www.nursesinaidscarejournal.org/). For detailed instructions on the preparation of electronic artwork, please visit http://www.elsevier.com/artworkinstructions. Contact details for questions arising after acceptance of an article, especially those relating to proofs, will be provided by the publisher. You can track accepted articles at http://www.elsevier.com/trackarticle. You can also check our Author FAQs at http://www.elsevier.com/authorFAQ and/or contact Customer Support via http://support.elsevier.com.

Inquiries regarding manuscript submission or status should be directed to the Managing Editor, Kristen Overstreet, via e-mail at kristen.overstreet@mac.com. All other inquiries should be directed to the Editor, Lucy Bradley-Springer, via e-mail at lucy.bradley-springer@UCDenver.edu or at 1-303-724-0811. Manuscript status information is always available for registered authors via the journal’s online submission system.

© Copyright 2018 Elsevier | https://www.elsevier.com