TABLE OF CONTENTS

- Description p.1
- Impact Factor p.1
- Abstracting and Indexing p.1
- Editorial Board p.3
- Guide for Authors p.3

DESCRIPTION

The Journal of the American Pharmacists Association is the official peer-reviewed journal of the American Pharmacists Association (APhA), providing information on pharmaceutical care, drug therapy, diseases and other health issues, trends in pharmacy practice and therapeutics, informed opinion, and original research. JAPhA publishes original research, reviews, experiences, and opinion articles that link science to contemporary pharmacy practice to improve patient care.

IMPACT FACTOR

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ABSTRACTING AND INDEXING

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GUIDE FOR AUTHORS

INTRODUCTION

The Journal of the American Pharmacists Association (JAPhA) is a peer-reviewed forum to improve medication use and health outcomes, inform health care policies and advance pharmacist-provided services. JAPhA welcomes original research, experience, systematic review, and opinion articles that concisely report meaningful developments and advances in the drug use process and pharmacy practice. Articles may introduce new information about improving pharmacists’ patient care services, medication use, and health outcomes. Also of interest are articles on new medications and emerging therapeutic trends, new technologies, and research methods with applicability to pharmacy practice. These guidelines serve to maintain and improve the quality of the Journal. Questions regarding these guidelines or inquiries can be directed to the JAPhA Managing Editor, Liz Haberkorn, at ehaberkorn@aphanet.org.

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You can use this list to carry out a final check of your submission before you send it to the journal for review. Please check the relevant section in this Guide for Authors for more details.

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BEFORE YOU BEGIN

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Basic Format
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Journal Sections
Manuscripts are considered for peer-reviewed sections within the Science & Practice section of JAPhA (Table 1). Following completion of peer review, articles may be pursued and accepted as either print or online publications. Abstracts of online-only articles are provided in the print edition’s JAPhA section. A summary of the sections of JAPhA and corresponding requirements is shown in Table 1.

Article Types
Journal articles should link science with pharmacy practice in these general content areas: pharmacists’ patient care services, medication use, pharmacy services, health outcomes, new medications, emerging therapeutic trends, new technologies in health care, and research methods with applicability to pharmacy practice. Other content areas relevant to pharmacy practice may also be considered.

Care should be taken by the author(s) to include sufficient methodological information to evaluate the quality of the research. The word count does not include the title page, abstract and references. Survey instruments, data sets, and data-heavy tables not necessary for interpretation of study results should be included in the submission and cited in the text as online-only supplemental content (e.g., "the survey instrument is in Appendix 1, available on JAPhA.org as supplemental content").

http://www.elsevier.com/__data/promis_misc/JAPH_Table1.JPG
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Article Structure
JAPhA articles must be submitted in a single word-processing file as follows (additional detail is provided in the subsequent text): Title page (include word counts; see Table 1) Abstract Key points Article text References Tables and figures for all categories of submission should be uploaded as separate, editable files.

Essential Title Page Information
Specific information contained in the title page should include names of authors; corresponding degree abbreviations; job titles; current and past affiliations at the time of the manuscript and/or project completion; funding support (financial or material); acknowledgments; previous presentations of the work (e.g., professional meetings); and any present conflicts of interest. Conflicts of interest may include but are not limited to involvement in peer-reviewed publication and personal or financial interests that may bias the writing. Financial interests consist of grants, employment, gifts, stock holdings, honoraria, consultancies, expert testimonies, patents, and/or royalties. Potential conflicts of interest must be clearly stated. For guidance on conflicts of interest, authors are referred to the website of the International Committee of Medical Journal Editors (www.icmje.org/recommendations/browse/roles-and-responsibilities). Correspondence-related information should be provided for one author and should include current mail and e-mail addresses.
Word counts for the abstract and the manuscript should be specified on the title page. These counts allow editors and reviewers to determine whether the information in the submission warrants the amount of space required and if the submitted manuscript fits within the word limits. Table 1 provides detailed information on word count criteria for each section.

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Article titles are subject to editing by *Journal* staff after articles are accepted. Although longer titles may sometimes be allowed, authors should make an effort to restrict titles to no more than 95 characters and spaces (approximately 12 words) in length. In addition, use of acronyms in titles should be avoided whenever possible.

**Abstract**
A concise and factual abstract is required with the exception of Letters. Abstracts are limited to 300 words total. Specific subheadings are required in the abstract depending on the section of manuscript submitted (See Table 1); if one does not apply, include it and write "not applicable" for that subsection.

**Key Points**
For manuscripts in the Research, Reviews, Advances in Pharmacy Practice, Experience, and Commentary sections, authors are required to prepare key points in a bulleted format that describe the article's relevance and contribution to the literature. These are presented under two separate headings: Background and Findings. Two or three key points under each of these headings should provide the context for the article (what is already known on the topic, other relevant background) and what the manuscript findings adds to existing knowledge on the topic.

**Article Text**
Headings used by *JPhA* to introduce an article's main sections are described in Table 1.

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Articles involving human participants are required to state within the article text as well as in the cover letter that approval or exemption has been granted by an institutional review board (IRB) or similar body. Articles not containing this statement will not be considered for peer review until IRB status is determined. If IRB review information cannot be provided or is refused, the article will be rejected. If a waiver or modification of consent was previously granted by an IRB, briefly describe in the text the rationale for the modification.

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Define abbreviations that are not standard in the field and place on the first page of the article. Such abbreviations that are unavoidable in the abstract must be defined at their first mention there, as well as on the first page. Ensure consistency of abbreviations throughout the article.

Within the text of an article, medications should be referred to by generic names. For single-source products or to identify a specific product, place the brand name followed by the manufacturer in parentheses following the generic name: generic name (brand name-manufacturer). Use of trademark symbols is not allowed. Brand names are not included for multisource drugs unless a specific product is being discussed (e.g., the brand used in a case report).

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Sources in the peer-reviewed literature (published or accepted for publication) or from other authoritative entities (e.g., reports of expert working groups or governmental agencies) should be cited in the text as references using superscript sequential integers and placed in a reference list after the Conclusion section. All statements of fact in JAPhA articles from other sources should be acknowledged through the use of parenthetical text in the manuscript or in the references. Non-peer-reviewed publications, non-authoritative websites, and written personal communication should be denoted as parenthetical text. Oral personal communications are unacceptable.

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**Tables and Figures**

The number of accepted tables and figures varies by category of article submission. Please refer to Table 1 for specific criteria. Tables and figures should be uploaded to *JAPhA*’s ScholarOne website (see Web-based manuscript submission).

**Artwork**

**Tables**

Please submit tables as editable text and not as images. Tables must be created using the "Insert Table" command in the word processing program. Tables that are larger than one page are discouraged. Spaces to create tables, columns, or rows or to indicate indentation are not acceptable. Avoid using vertical rules. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Be sparing in the use of tables and ensure that the data presented in them do not duplicate results described elsewhere in the article. Only the most important data or highlights should be provided in table format. The table itself should contain all information needed to convey the intended meaning without need for the reader to refer to the text. This should include careful consideration that all acronyms and/or abbreviations used within the table are defined in a legend below the table. For math and calculations displayed in table format, math totals must be correct. For ease of interpretation of the table appearing with column headings, these headings should be appropriately labeled.
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Similar to submission of tables, figures must be submitted in a format compatible with current JAPhA typesetting systems. Figures should not be embedded in a document. Specifically, charts and graphs should be submitted in an editable format (e.g., Excel, Word, or PowerPoint). Submission in this format allows Journal editors and staff to perform basic house-style edits, such as changing fonts in label axes. To accomplish this, Journal editors and staff must be able to "click" into figure files to edit the file to conform to house standards.

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All manuscripts are initially screened by the editor and associate editors in a staff review process for overall scope of the Journal, scientific merit, and relevance to the field. Authors of manuscripts not selected for peer review are generally notified of this decision within two weeks after submission.

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