

# Information for Contributors

The *Journal of the Advanced Practitioner in Oncology (JADPRO)* is a bimonthly, peer-reviewed journal dedicated to addressing the multifaceted aspects of care provided by advanced practitioners involved in the management of patients with cancer. The aim of this journal is to provide the most recent clinical, scientific, and professional information available to the advanced practitioner audience.

## GENERAL GUIDELINES

Both solicited and unsolicited manuscripts are considered for publication in *JADPRO*. Manuscripts will be accepted for review if the content has not previously been published and is not currently under consideration for publication in another journal. Articles following previously presented material may be submitted with an accompanying descriptive statement. The decision to publish any type of article is the sole responsibility of the Editors.

All articles are to be submitted electronically in manuscript format as indicated by the Publication Manual of the American Psychological Association (APA), 6th Edition. All manuscripts should be double-spaced in 12 pt font with margins of no less than 1 inch. All articles are to be accompanied by a title page, as well as keywords. Review articles must include an abstract summarizing the content and implications of the article. All non-standard abbreviations and acronyms must be defined on first mention. Both generic and trade names of pharmaceuticals should be provided. On first mention of the generic name, include the trade name in parentheses. Thereafter the generic name should be used.

## TITLE PAGES

Title pages should include a specific, brief title; full names of all authors in order; primary affiliations; and academic and clinical appointments. Contact information for the primary author should be provided, including city, state, mailing address, telephone, fax numbers, and email address. This information will be used for correspondence between the author and editors during the submission and peer review process.

## REFERENCES

Articles must be well-referenced with references cited at least once in text and listed alphabetically at the end of the manuscript according to APA 6th Edition format. Authors should have read and verified all reference citations and are responsible for the accuracy of all references.

## TABLES, FIGURES, AND ILLUSTRATIONS

Authors are encouraged to include tables, figures, photos, illustrations, and artwork to elaborate on or emphasize key concepts, and

to add visual interest. All tables, figures, photos, and illustrations should be submitted at the end of the manuscript, each on a separate page, and numbered consecutively as they appear in text. Tables, figures, and illustrations must be accompanied by a comprehensive, explanatory caption. Figures should be high-resolution (300 dpi) .jpg, .tiff, or .eps files, and may be in black-and-white or color.

## PERMISSIONS

If previously published or copyrighted non-original material or photographs of subjects are to be included, permissions for print and online use must be provided at the time of manuscript submission. Permissions must be granted with signatures from an entity with authority to grant said permission.

## FINANCIAL DISCLOSURE

Financial disclosure is required for all articles. All potential sources of bias or conflict of interest, including relationships such as those of consultants and speaker bureaus, must be identified in the interest of transparency to the readership. Visit [www.advanced-practitioner.com](http://www.advanced-practitioner.com) to download the *JADPRO* Conflict of Interest Disclosure form.

## SUBMISSION PROCESS

Articles must be submitted through our online submission platform hosted by ScholarOne™.

Please visit <http://mc.manuscriptcentral.com/JADPRO> to begin the submission process. Questions about submissions may be submitted via email to [editor@advancedpractitioner.com](mailto:editor@advancedpractitioner.com).

## PEER REVIEW

All articles submitted to *JADPRO* will initially be reviewed by the Editor-in-Chief or Associate Editors. Acceptance is based on relevance and originality. All manuscripts will undergo a double-blind peer review by two or more reviewers. Articles will be reviewed for key concepts such as topic relevance, importance to the field of oncology, appropriateness of content for the advanced practitioner, originality, quality and completeness of work, clarity, and the priority of the work to *JADPRO* and its readership.

## TYPES OF ARTICLES

All word counts are exclusive of abstracts, figures, illustrations, photos, and references.

**Review articles:** Review articles are approximately 3000–4500 words (10–15 pages). Review articles must include an abstract of approximately 150–200 words. Review articles should be comprehensive and include an introduction and discussion. Certain review articles may also be published as a part of a series of review articles within an ongoing topic.

**Grand Rounds:** Grand Rounds articles

are approximately 1500–2400 words (5–8 pages). A Grand Rounds article is a shorter but complete review article with a relevant, interwoven case study describing the patient by demographics, current issues and diagnoses, treatments, interventions, general course of action, and outcomes. Grand Rounds articles should include a discussion. All patient information should be de-identified to protect patient anonymity.

**Practice Matters:** Practice Matters articles are approximately 1000–1500 words (3–5 pages). Articles for this feature may highlight an advanced practitioner in clinical practice or topics pertinent to the clinical practice or professional development of advanced practitioners. For example, an article might feature a discussion of legislative issues pertinent to advanced practitioners or new programs instituted in practice to assist the advanced practitioner.

**Prescriber's Corner:** Prescriber's Corner articles are generally 1000–1500 words (3–5 pages). The article is intended to review a class of drugs or provide a single drug update. The article features a drug or treatment, providing information relevant to the advanced practitioner as prescriber and provider. It should provide a comprehensive review of a pharmaceutical relevant to oncology care, including drug class, indications, action, pertinent studies, method of administration, side effects, and implications for the advanced practitioner.

**Clinical Snapshot:** Clinical Snapshot articles are generally 300–350 words (1 page) focused on an overview of a symptom or other clinically relevant patient issues for which advanced practitioners need current information. This feature is designed as a reference tool for the advanced practitioner.

**Tools & Technology:** An article for this feature is typically 500–1000 words (2–3 pages). The article highlights or reviews current or upcoming electronic tools, software, devices, and platforms that may be of use as a resource to the advanced practitioner in practice. Articles might include an overview of options in technology that may enhance clinical practice or professional development.

**Translating Research into Practice (TRIP):** The TRIP feature includes reviews of research applicable to advanced practitioners in oncology, including critical appraisals of research whose findings have yet to be implemented in clinical practice.

**Letters to the Editor and Commentaries:** Readers are encouraged to share their thoughts on issues relevant to the advanced practitioner community. Letters to the Editor and Commentaries should be sent to [editor@advancedpractitioner.com](mailto:editor@advancedpractitioner.com)