



Submission Guidelines for the Journal of the All-Ireland Gerontological Nurses Association

Aims and Scope

Nurses need practical, useful, and timely information in order to deliver high quality care and support to older people and their families. The Journal of the All-Ireland Gerontological Nurses Association (JAIGNA) is the only journal in the island of Ireland dedicated specifically to gerontological nursing and the care of older people. JAIGNA publishes clinically relevant original articles and is written specifically for nurses, other health and social care workers, who work with older people across a variety of settings including acute and long-term care whilst also recognising the importance of home and community in the lives of older people and their families. JAIGNA is a peer-reviewed bi-annual journal providing a forum for advancing knowledge and demonstrating excellence in practice within gerontological nursing. JAIGNA aims to highlight excellence in gerontological nursing practice, education and research and to promote an analysis within these broad areas in order to advance and enhance nursing practice standards and also to inform debates about health and social care for older people.

The journal's peer-reviewed articles report the latest developments in the management of a range of clinical issues of everyday relevance to nurses working with older people. JAIGNA endorses inter-professional working and the important role played by voluntary and statutory organisations in the provision of care and support to older people and their families. The Journal of the All-Ireland Gerontological Nurses Association is published twice a year and is the official journal of the All-Ireland Gerontological Nurses Association, which promotes the clinical, educational and professional interests of gerontological nurses across the island of Ireland. The editorial team welcomes acceptance of submissions in accordance with the guidelines below for consideration for publication within the JAIGNA.

The *Journal of the All Ireland Gerontological Nurses Association* welcomes scholarly papers on all aspects of older people nursing including research, practice, education, management, and policy. We publish manuscripts that demonstrate an improvement in practice through innovation in all aspects of gerontological nursing. We encourage submission of systematic reviews; original quantitative, qualitative, and mixed methods research; theoretical and conceptual analyses; evidence-based practice projects and other practice improvement reports. We also encourage submission from practitioners and/or primary carers within the scope of '*A Day in the Life Of*', or '*Loving Later Life, an informal interview with*'.... All submissions must include an



explicit perspective on gerontological nursing. Editorial perspectives are published in each issue and on occasions, Guest Editorials may be published by invitation only.

Keywords:

Keywords used to identify manuscripts published in JAIGNA can include but are not limited to:

acute care, long-term care, nursing homes, rehabilitation, ageing, Alzheimer's disease, cancer, cardiac disease, care, caregiving, carers, cognitive function, community nursing, community, comorbidity, compassion, continence, critical care, dementia, diagnosis, dignity, education, empathy, ethics, evidence-base, falls, family care, falling, frailty, functional status, gerontological nursing, gerontological nursing, health, heart failure, hospital, incontinence, intensive care, mental health, nurses, nursing older people, nutrition, older people, older person, oncology, ostomy, patient-centred, person-centred, policy, practice development, rehabilitation, research, social care, social welfare, stoma, welfare, wellness.

Author Guidelines

1. MANUSCRIPT TYPES ACCEPTED

The Journal of the All-Ireland Gerontological Nurses Association invites seven types of papers:

- 1.1. Team-talk
- 1.2. A day in the life of....
- 1.3. Loving later life, an informal interview with....
- 1.4. Case studies
- 1.5. Literature reviews
- 1.6. Original research
- 1.7. Continuing Professional Development articles.

1.1 Team Talk

The purpose of this feature is to create an insight into the ways in which teams operate on a day-to-day basis. To this end, two team members, (for example a specialist nurse in stroke care and a physiotherapist) write independently about their role, relationship with each other and ways of working. The idea is to develop further insights into the contribution of the team and to highlight the importance of collaborative and cooperative working. The team in this case can refer to any team working in the field of health and social care delivery to older people. Contributions are welcome from teams across all sectors, voluntary, independent and statutory.

The focus of this part of the journal is on roles and working relationships and the paper should be presented in the two parts with each team member providing readers with an insight into their role and relationship with the other team member.



The benefits and challenges of teamwork should be explored. Contributors do not necessarily have to work in the same organisation, but could indeed work across organisations or across different teams – for example you may be based in a hospital, but have a collaborative relationship with a member of staff who works in the community and have developed effective and/or innovative ways of working that you want to present. A further example might be that you work in a nursing home or residential home and the care delivery within your home involves an inter-collegiate and inter-professional relationship with other health and social care practitioners.

Contributions should be no more than 1200 words (600 words per team member). References are not required for this part of the journal, but can be included if felt necessary.

1.2. A day in the life of ...

As the name suggest, this part of the journal centres on an individual. The idea behind this feature is to provide a detailed insight into a typical day in the life of a person of interest to readers of JAIGNA. Contributors to this section of the journal include individuals from any sector providing care or support to older people and/or their families. If you are working in a professional capacity, we are interested in hearing about your role, and who you work for. We are interested in how your role has changed over the years, the most important skills you use at work, what a typical day looks like for you, the biggest challenge/s you have faced and how you tackled it/them, how have you got to where you are today in your career and your plans for the future. Contributions from services users, including older people and their carers, are particularly welcome as they provide a useful and meaningful insight into everyday life experiences. The word limit for this section is flexible but contributors are encouraged not to exceed 1000 words. References are also not required for this part of the journal, but can be included if felt necessary.

1.3. Loving Later Life, an informal interview with....

As the name suggest, this part of the journal centres primarily on, but not limited to, an informal interview with an older person, and will typically outline their lived experiences of loving later life. The idea behind this feature is to provide a detailed insight into the lived experiences in the life of a person of interest to readers of JAIGNA. Contributors to this section of the journal may include individuals from all walks of life. If you would like to provide our readers with an outline of your life experiences that demonstrates an aspect of loving and living later life, then we are interested in hearing about you. We would like to know how your roles and relationships have changed, or developed over the years. What are the most important lessons you may have to share, and what a typical day looks like for you, the biggest challenge/s you have faced in your life and how you tackled it/them, how have you got to where you are today in your life and perhaps sharing your plans for the future? The word limit for this section is flexible but contributors are encouraged



not to exceed 1000 words. References are also not required for this part of the journal, but can be included if necessary.

1.4. Case Study

Case studies provide an important role in illustrating excellence in care practices and in demonstrating expertise in nursing. We invite case studies of practice (where practice can be identified as clinical practice, teaching/learning, management/ leadership, policy and/or strategy development). A collaborative case study involving the patient/resident/client is most welcomed. Case studies should be no more than 2000-2500 words in length. A proposed framework for the Case Study can be presented in the following format:

- Description: (include specific patient details, e.g. background history & all assessment aspects)
- Purpose: (planning, identify problems- rationale and priority need for interventions, goals & objectives of nursing care.
- Process: (interventions, e.g. psychological/behavioural approaches, resources and materials used)
- Outcome: (evaluations, e.g. measuring of any changes, framework for analysis, reporting and responding to significant changes as appropriate)
- Evidence based practice- to include relevant literature to inform practice and enhance discussion.
- It is important to include literature sources in the approved referencing format (see the JAIGNA referencing guidance below), both in the text of the case study (as an evidence base for significant aspects as appropriate) and in a reference list at the end.
- Review/learning: (discussion to include merits and demerits of Intervention delivered.
- Reflections to include knowledge, professional insights, etc. that have been achieved.
- Conclusion- In concluding your case study provide due consideration to how good practice could be further developed and the limitations, if any, you may have identified which could be overcome.

Please Note Also:

- Pseudonyms should be used instead of real names and no identifying details of the person, nor their location/hospital etc., should be included.
- Permission should be sought from relevant people for the publication of the case study. A statement identifying that permission has been granted should be included in the paper.

1.5. Literature Review

Critical reviews of literature on any area of research relevant to Older People Nursing are invited. Submissions should be structured as follows: Introduction; Aims/Objectives; Search Methods; Analysis Process; Results; Discussion; Conclusion, Implications for Practice. The methods should describe the search strategy in terms of databases, search terms and data parameters. Inclusion



and exclusion criteria for papers should be clearly described and the conclusions should make the relevance to clinical practice clear. A structured abstract, not exceeding 300 words, should be provided under the headings: Background, Aims and Objectives; Method, Findings, Discussion, Conclusion, Relevance to Clinical Practice. Literature reviews should not exceed 3000 words, excluding abstract, tables, figures, and reference list (see the JAIGNA referencing guidance below). Quotes are included in the overall word count of the main text.

1.6. Original Research

We welcome reports of original research relevant to gerontological nursing and work with older people. Papers should be structured as follows:

Abstract, Introduction, Method, Results, Discussion, Conclusion, Relevance to Practice, References. The text should be preceded by a structured abstract form not exceeding 300 words using the following headings, where possible: Background; Aims and Objectives; Design; Methods; Results; Conclusions; Relevance to Practice. The abstract should accurately reflect the content of the paper, and should not include references or abbreviations or any author details. The abstract should also be followed by up to 4 keywords that accurately identify the paper's subject, purpose and focus. The text should be followed by an 'Implications for Practice' section. Please highlight between 3-5 key implications for practice arising from the findings reported in your paper and list these as succinct bullet points. They should highlight key considerations for the reader, should he/she decide to implement/consider implementing the findings in practice. The implications highlighted should not just be repeated text from the main body of the paper. Instead, please think through the significance of the findings and their implications for practice. Original research papers should not exceed 3000 words, excluding abstract, tables, figures, and reference list. Quotes are included in the overall word count of the main text.

1.7. Continuing Professional Development Articles.

A continuing professional development (CPD) article, which relates to any area relevant to the ongoing professional development of staff working within Gerontological nursing are invited. Writing for a journal publication is an important and exciting challenge for many authors and CPD articles are designed to be interesting, informative and educative, with the overall aim of enhancing the reader's understanding and application of their knowledge and skills to practice in a particular subject. The CPD article will outline and detail relevant research pertinent to the subject area within the CPD to ensure that the material is educationally important and relevant to JAIGNA readers. Each CPD article will provide the reader with aims and intended learning outcomes. CPD articles are structured in such a way to promote continued professional development, which may be achieved by reading and completing the supported learning activities within the CPD article.



2. MANUSCRIPT FORMAT AND STYLE

2.1 General

All articles submitted should be typed using Arial 12; double spaced and should have at least 2cms margins throughout. Please ensure that you also number your pages consecutively on the top right hand corner. Headings within the text should conform to the following convention:

- upper case for main headings
- lower case for major sub-headings
- italics for subsidiary sub-headings.

Spelling should conform with that used in The Concise Oxford Dictionary and abbreviations with those in Units, Symbols and Abbreviations (1994) published by the Royal Society of Medicine Press, 1 Wimpole Street, London W1M 8AE.

Abbreviations should be used sparingly and only if a lengthy name or expression is repeated throughout the manuscript. When used, the abbreviated name or expression should be cited in full at first usage, followed by the accepted abbreviation in parentheses. Quotations included appropriately within the body of the text should be marked by single inverted commas. Longer or self-contained quotations should be preceded and followed by a double space; neither single inverted commas nor italics should then be used.

2.2. Authorship and Acknowledgements

Authorship: Authors submitting a paper do so on the understanding that the manuscript has been read and approved by all authors and that all authors agree to the submission of the manuscript to the Journal. All named authors must have made an active contribution to the conception and design and/or analysis and interpretation of the data and/or the drafting of the paper and all must have reviewed its content and have approved the final version submitted for publication.

Acknowledgements: Under Acknowledgements please specify contributors to the article other than the authors accredited. Please also include specifications of the source of funding for the study and any potential conflict of interests if appropriate. Suppliers of materials should be named and their location (town, state/county, country) included.

2.3. Ethical Approvals

Research involving human subjects will only be published if such research has been conducted in full accordance with ethical principles, including the World Medical Association Declaration of Helsinki (2002) (<http://www.wma.net/e/policy/b3.htm>) and the additional requirements, if any, of the country where the research has been carried out. Manuscripts must be accompanied by a statement that the research was undertaken with the understanding and written consent of each subject/participant and according to the above mentioned principles. A statement regarding the fact that the study has been independently reviewed and approved by an ethical board should also be included. The Editor reserves the right to reject papers if there are doubts as to whether appropriate ethical procedures have been operationalised, and authors may be required to provide more information regarding ethical procedures also.



2.4. Source of Funding

Authors are required to specify the source of funding for their research when submitting a paper. Suppliers of materials should be named and their location (town, state/county, country) included. The information will be disclosed in the published article.

2.5. Permissions

If all or parts of previously published illustrations are used, permission must be obtained from the copyright holder concerned. It is the author's responsibility to obtain these in writing and provide copies to the Editor.

2.6. Copyright Assignment

It is a condition of publication that authors transfer the exclusive licence to publish all articles including abstracts to The All-Ireland Gerontological Nurses Association. The Journal Administrator will forward a Copyright Transfer Agreement to all authors to sign and return. If the paper is part of a larger study where the authors have published or submitted for publication related papers, you must contact the Editor in advance of submission with details to ensure there is no breach of copyright. If you still have any concerns or queries please address these to the Editor in advance?

3. SUPPORTING MATERIAL

3.1. References

All work referred to in the manuscript should be fully cited. The following conventions should be used:

- References within the text should cite the authors' names followed by the date of publication, in date order, e.g. (Foley, 2008; Connelly, 2009; Scott, 2011).
- Where there are three or more authors, the first author's name followed by et al., will suffice, e.g. (Ryan et al., 2010), but all authors should be cited in the reference list.
- Page numbers should be given in the text for all direct ad verbatim quotations, e.g. (Buckley, 2010, p. 7).
- All references should be cited from primary sources. When a paper is cited, the reference list should include authors' surnames and initials, date of publication, title of paper, name of journal in full (not abbreviated), volume number (and issue number where relevant), and first and last page numbers. Example: McCormack, B., Dewing, J., Breslin, E., Coyne-Nevin, A., Kennedy, K., Manning, M., Tobin, C., and Slater, P., (2010). Developing person-centred practice: nursing outcomes arising from changes to the care environment in residential settings for older people, *International Journal of Older People Nursing* 5, 93–107.
- When a book is cited, the title should be stated, followed by the publisher and town, county/state (and country if necessary) of publication. Example: McCormack, B., and McCance, T., (2010). *Person-centred Nursing: Theory, Models and Methods*. Blackwell Publishing, Oxford.

Article

- Where the reference relates to a chapter in an edited book, details of author and editors should be given as well as publisher, place of publication, and the first and



last page numbers. Example: Bornat, J., (2005). *Listening to the Past: Reminiscence and Oral History*. In *The Cambridge Handbook of Age and Ageing* (Johnson, M., ed.), Cambridge University Press, Cambridge, pp. 316-322.

- References stated as being 'in press' must have been accepted for publication and a letter of proof from the relevant journal must accompany the final accepted manuscript. The reference list should be prepared on a separate sheet and be in alphabetical order and chronological order by the first authors' names.

3.2 Figures, Figure Legends and Photographs

Figures, illustrations, legends and tables should be prepared on separate sheets at the end of the article. Their appropriate insertion points should be indicated in the text. Approval for reproduction/modification of any material (including figures and tables) published elsewhere should be obtained from authors/copyright holders before submission of the manuscript. Contributors are responsible for any copyright fee involved. Preparation of Electronic Figures and Photographs for Publication: Although low quality images are adequate for review purposes, print publication requires high quality images to prevent the final product being blurred or fuzzy. Submit EPS (line art) or TIFF (halftone/photographs) files only. MS PowerPoint and Word Graphics are unsuitable for printed pictures. Do not use pixel-oriented programmes. Scans (TIFF only) should have a resolution of at least 300 dpi (halftone) or 600 to 1200 dpi (line drawings) in relation to the reproduction size (see below). Please submit the data for figures in black and white. EPS files should be saved with fonts embedded (and with a TIFF preview if possible).

4. SUBMISSION OF MANUSCRIPTS

All Manuscripts for consideration by the Editorial Panel should be submitted to aignainfo@gmail.com All manuscripts are double blind peer reviewed and evaluated by the Editor and two other members of the JAIGNA Editorial Board. While the panel may modify the style of a contribution, major changes will be reviewed by the author prior to final publication. All manuscripts will receive both reviewer comments within their submission using edit and track changes. Where a submission has been accepted for publication, the authors will be informed about the process and potential publication date. A printed copy of the JAIGNA will also be sent out to all contributors.