



HORIZON NURSING JOURNAL, CHILE // HORIZONTE DE ENFERMERÍA DE CHILE GUIDELINES FOR AUTHORS

EDITORIAL POLICY

The journal Horizonte de Enfermería is a periodical publication of the School of Nursing of the Pontificia Universidad Católica de Chile, whose purpose is to contribute to national and international knowledge in the field of health and nursing.

The journal Horizonte de Enfermería publishes unpublished articles in English and Spanish, in the following sections: Original articles section (such as Research, Theoretical Study), Reviews Section (Bibliographic review, Systematic review, Evidence-based clinical recommendations) and Section Other Contributions (Clinical Case, Intervention Strategies and Reflection). The opinions expressed in the manuscript, as well as the accuracy, adaptations and provenance of the bibliographic citations, photos, tables, graphics, textual citations, are the sole responsibility of the authors. In the case of including material from other sources, you must indicate the author's authorization.

The presentation of the articles is virtual (<http://horizonteenfermeria.uc.cl>), as well as the entire process of reviewing and publishing them. The author must register when submitting his article, following the steps indicated for the presentation of the article.

REVIEW PROCESS

Once the article is received, the virtual platform automatically issues the author a receipt confirmation email. After the editor's preliminary review, which verifies that the publication requirements checklist is met, the manuscript is sent to at least three reviewers of the Referees Committee, ensuring the authors' anonymity in the evaluation process and approval of the works (double blind).

As a consequence of the evaluation peer reviewers, it is determined if the article is approved without modifications, with modifications or is rejected. The result of the qualification of the manuscript, together with the suggestions, is reported to the author through the virtual platform.

The analysis and review process is expected to be carried out within an average of four months.

ETHICAL ASPECTS

Privacy and confidentiality

The journal Horizonte de Enfermería assumes that the privacy and confidentiality of the information, arisen from research to be published, has been previously fulfilled through the requirement of being evaluated by the respective Ethics Committee, clearly stipulating the procedure used to obtain informed consent. Thus, there is evidence that the anonymity and confidentiality of the people involved in the investigation were assured. This is a requirement that must be explicitly stated in the article.

Likewise, the editor, the editorial committee and peer reviewers maintain strict privacy regarding the information about the manuscripts, the reception, the content, the status in the revision process, the critics or observations of the reviewers or final destination.

Therefore, editorial staff members and reviewers of Horizonte de Enfermería journal undertake to respect copyright.

The selected and published manuscripts will remain the property of the Journal, unless the main author submits in writing the decision to withdraw the article for publication.

Conflicts of interest

A conflict of interest exists when an author (or author's institution), reviewer, or publisher has personal or financial relationships that inappropriately influence their actions (those relationships are also known as two commitments, where interests or loyalties compete). Not all relationships represent a certain conflict of interest. On the other hand, the potential for conflict of interest may exist regardless of whether an individual believes the relationship affects his or her scientific judgment.

The journal Horizonte de Enfermería asks the authors for an explicit declaration of the existence of possible conflicts of interest. Authors should incorporate it in the Acknowledgments chapter, located before the Bibliographic References chapter.

In the event of conflicts of interest with a peer reviewer, the author who submits a new article will have the opportunity to report on the virtual platform the name of the person who does not want to participate in the arbitration. This information will be handled in a strictly confidential way.

The editors reserve the right to publish the information disclosed by the authors about possible conflicts.

For more information, consult the website of the International Committee of Medical Journal Editors: <http://www.icmje.org/about-icmje/faqs/icmje-recommendations/>

PUBLICATION NORMS

The article must meet the following requirements: Extension of no more than twenty pages in Word, including Tables and Figures; letter size, on one side; double spaced with a three cm margin on all four edges; Times New Roman letter # 12; numbered at the bottom right, starting with the title page. The figures (graphics, diagrams, photographs, drawings) and tables, included in the article, must be submitted on the final pages of the manuscript, each on a separate sheet, with prior indication in the text.

GENERAL ORGANIZATION OF THE ARTICLE

1. Title and authors: The first page must include the title of the manuscript in Spanish and English; whose title must indicate the central objective of the publication.

In the following line, the names and surnames of the authors, professional title, degrees, affiliation, city, country and email of each of them. The email of the author with whom correspondence (Corresponding author) will be established must be indicated. The author of the manuscript corresponds to the one who participates in its creation and execution. Those who do not meet the criteria for authorship can be noted in Acknowledgments (such as a chapter prior to Bibliographic References), if applicable. In it, the source of financing must be included; and if there is a conflict of interest.

2. Resumen and Abstract: The second page must include the summary in Spanish, of up to 250 words, with up to seven keywords, according to the list of descriptors (in Spanish, English and Portuguese) in health science [DECS] of BIREME (http://decs.bvs.br/E/new_2020.htm). The Abstract in English corresponds to the translation of the abstract with the corresponding keywords. The editor may modify the abstract and the abstract, with the prior authorization of the authors. The abstract should accurately reflect the content of the article. This should provide the context or background for the study and should indicate the purpose, the basic procedures (selection of study subjects, observation and analytical methods), main findings (give specific sizes, effect and their statistical significance, if possible), and the main conclusions. Emphasis should be placed on new and important aspects of the study or observations. Articles on clinical trials should include in the

abstract the topics that the CONSORT group has identified as essential (<http://www.consort-statement.org/?=1190>).

3. Organization of the article: The organization of the article must be carried out according to the type of manuscript sent. The order of the type of publication is explained below:

CATEGORIES OF MANUSCRIPTS PUBLISHED BY THE JOURNAL HORIZONTE DE ENFERMERÍA

ORIGINAL ARTICLES SECTION

A. Research

Research work with unpublished results and using quantitative and / or qualitative methodology. Its length should be a maximum of 20 pages, including bibliography.

Constituted by:

a. Title and authors

b. Resumen and Abstract (For the structure of letters a and b, consider the detail described in the General Organization of the Article).

c. Introduction: You must provide the context or background for the study (nature of the problem and its importance) based on a brief review of the literature, the research purpose or objective, or the hypothesis tested by the study. Both the primary and secondary objectives should be clear and any analysis of pre-specified subgroups should be described. Provide only directly relevant references and do not include data or conclusions of the study being reported. Quotations in text must be indicated according to Vancouver Style last edition, consult website: <https://www.ncbi.nlm.nih.gov/books/NBK7256/>

d. Methodology: The methodology used in the research must be described, indicating: type of study, universe and sample / subjects under study, type of instruments used (reliability and validity) and information collection procedures, information analysis system, statistical methods and ethical considerations. If known data collection instruments or methods are used, only the reference source should be indicated, otherwise add a brief description of these. Describe the selection of observational or experimental participants (include controls), plus eligibility and exclusion criteria and a description of the population of origin. The authors should explain the use of the variables age and sex when they are included in the study report. When variables such as race or ethnicity are used, they must define how to measure these variables and justify their relevance.

Technical information: Methods, apparatus (indicate manufacturer's name and address in parentheses) and procedures should be identified in sufficient detail to allow others to reproduce the results. Mention the references of the established methods, including statistical methods; provide references and brief descriptions of methods that have been published but are not well known, describe new or substantially modified methods, indicate the reasons for their use and assess their limitations. Accurately identify all drugs and chemicals used, including generic name (s), dosage, and route (s) of administration.

Statistical Analysis: You must describe the statistical methods in sufficient detail to allow verification of the results presented. When possible, quantify the results and present them with appropriate indicators of measurement error or uncertainty. Do not rely exclusively on statistical hypothesis testing, such as p-values, which do not convey important information about effect size. Define terms, abbreviations and symbols. Specify the software used.

e. Presentation of Results: It must have a logical order according to the objectives of the study. The data can be presented in Tables or Figures. Do not duplicate the data in figures and tables. Only results should be presented, not include comments or discussion of them. The information in tables and figures must be delivered on separate sheets, at the end of the text (in the same file); each one must have a title that clearly explains the information it provides and be numbered

according to the order of appearance in the text. At the end of the title the Source must be included (according to the Vancouver Style), or Author's elaboration. When data is summarized in the results section, give numerical results not only as derivatives (eg. percentages), but also as the absolute number from which the derivatives were calculated and specify the statistical methods used to analyze them. Limit the tables and figures to those necessary to explain the argument of the article and to evaluate all relevant data.

Tables: Send each table to single space on a separate sheet. Number the tables consecutively in the order of their first citation in the text and assign a short title to each one. Do not use horizontal or vertical lines inside (only for the header and the end of the table); Give each column a short or abbreviated heading and the explanatory notes should be placed at the bottom. Explain all non-standard abbreviations in footnotes and make sure that each box is cited in the text. If data from another published or unpublished source is used, obtain permission and acknowledge the source.

f. Discussion and Conclusion: It consists of the discussion of the results obtained in the study in relation to the results of other publications on the subject. The similarities and differences of its results with those of other investigations must be made explicit. Relate the results to the purpose of the study. Avoid making general statements and drawing conclusions not sufficiently credited by the data. Do not repeat as Conclusions the data presented in the results section. Point out the conclusions derived from the discussion. Propose recommendations when appropriate and new hypotheses when justified.

g. Acknowledgments: Express thanks to those people or institutions that contributed to your research. In this same chapter include the source of financing; and if there is a conflict of interest.

B. Theoretical Study

It corresponds to an analysis of the theoretical construct of nursing science or related areas, which lead to the questioning of existing models and the elaboration of hypotheses for future research. It is a theoretical, referential or conceptual framework that gives meaning to the research. It is from the existing theories about the object of study, and how new knowledge can be generated. Its length must be a maximum of 15 pages, including bibliography.

The manuscript must present the following general structure:

- a. Problem to study
- b. Explicit and implicit concepts of the problem.
- c. Specific operational conceptualization.
- d. Relations of theories and concepts adopted.
- e. Theoretical analysis from which the hypotheses are derived.
- f. Conclude the implications of the theory with the problem.

REVIEWS SECTION

A. Narrative or Literature Review

It aims to deliver current concepts on a topic with an approach from various aspects that is based on the synthesis of multiple published studies, that allows reaching a general conclusion regarding a specific area or topic.

The suggested structure is as follows:

a. Title and authors

b. Resumen and Abstract (For the structure of letters a and b, consider the detail of the General Organization of the Article).

c. Introduction: A brief description of the topic to be reviewed is presented, its importance, the objectives of the bibliographic review, its purpose and organization in the text.

d. Body in the Text: You must carry out the review of the topic itself and indicate the corresponding titles according to the organization proposed in the introduction. Consider a review of updated literature on each of the topics covered, avoiding making extensive delivery of information already published, which is solved by citing the original source. It is suggested to cite primary sources of information, only in exceptional cases to resort to secondary sources. Specify, when appropriate, the discrepancy between the sources consulted. Quotations in text must be indicated according to Vancouver Style latest edition, see website:

<https://www.ncbi.nlm.nih.gov/books/NBK7256/>

e. Conclusion: Briefly point out the aspects to highlight of the review carried out and generate recommendations when appropriate.

f. Acknowledgments: Express thanks to those people or institutions that contributed to your review.

B. Systematic Review

They are those that summarize and analyze the evidence regarding a specific question in a structured and systematic way. The method used to find, select, analyze and synthesize the evidence presented is explained.

Can be:

- a) Qualitative if descriptive evidence is presented, without statistical analysis.
- b) Quantitative or Meta-analysis when statistical techniques are used whose results are combined in a point estimator.

C. Evidence-based clinical recommendations

These are short manuscripts (10 pages) based on a standardized structure to provide answers to clinical questions related to patients, following the evidence-based nursing methodology. They correspond to analyzes of systematic reviews or clinical practice guidelines.

The manuscript must present the following general structure:

- a. Title or research question
- b. Clinical situation or setting. Complete research question, including: population studied, event or intervention performed, type of comparator used, results reported, time the study was performed.
- c. Search: search strategies, number of studies found and inclusion criteria.
- d. Critical analysis:
 - a. Internal validity criteria
 - b. External validity
 - c. Relevance of the results obtained, considering the research question.
- e. Final discussion.

SECTION OTHER CONTRIBUTIONS

A. Clinical Case

It considers presentation of clinical topics with problems of interest that warrant publication due to their prevalence, evolution of the particular case or the intervention carried out. Conceptual implications must be incorporated.

The suggested structure is as follows:

a. Title and authors

b. Resumen and Abstract (For the structure of letters a and b, consider the detail of the General Organization of the Article).

c. Introduction: You must present a brief description of the topic to be dealt with in the clinical case, its importance and the organization of the presentation. Quotations in text must be indicated according to Vancouver Style latest edition, see website:

<https://www.ncbi.nlm.nih.gov/books/NBK7256/>

d. Clinical Case: Describe the clinical situation in an orderly manner, avoiding giving little relevant information. Do not comment.

e. Discussion: Establish an analysis of the most relevant aspects of the clinical case with respect to the literature. Highlight only those aspects that deserve to be analyzed. Establish recommendations when appropriate.

B. Intervention Strategies

It is a story of professional experience that describes intervention strategies or methodological evidence appropriate to the evaluation of efficacy, of interest for the performance of nurses or health teams in different areas.

It is structured as follows:

a. Title and authors

b. Resumen and Abstract (For the structure of letters a and b, consider the detail of the General Organization of the Article).

c. Introduction: Present a brief description of the rationale for carrying out the intervention strategy, based on the literature, which supports its implementation, purpose and objectives.

d. Body of the intervention strategy: Present the target audience, the stages of the intervention, the methods used, the evaluation system and results. The aspects indicated must be supported by the bibliography.

e. Conclusions: It should indicate the contribution of the proposed intervention, notable aspects, recommendations.

f. Acknowledgments: Express thanks to those people or institutions that contributed to your program.

C. Reflections

It corresponds to the analysis of the subject from a professional perspective. The chapters to consider in its writing are the following:

a. Title and authors

b. Resumen and Abstract (For the structure of letters a and b, consider the detail of the General Organization of the Article).

c. Introduction: You must present a brief description of the topic to reflect on, indicating the most important aspects to be discussed and the objective and purpose of the reflection presented.

d. Body of reflection: Must present the development of the topic, posing the various points of view, both disagreeing and in favor of the proposed position. It is suggested to support this reflection with pertinent bibliography.

e. Conclusions: Point out the most important aspects of the reflection discussed and the contribution of the article in this regard.

BIBLIOGRAPHIC REFERENCES

Citations in text

The citations are a recognition in the text of the references that support their study. All submitted manuscripts must have references indicated according to the Vancouver Style last edition.

In the Vancouver Style it is indicated with a number that is correlated with a font in the list of references at the end of the article. They are identified by parenthesis Arabic numerals or superscript Arabic numerals. This applies to references in the text, tables and figures.

A number must be used even if the author is named in the text, for example; "Perez (10) has argued that".

The original number assigned to the reference is reused each time the reference is cited in the text, regardless of its previous position. When multiple references are cited at a certain place in the

text, use a hyphen to match the numbers of the first citations with the last ones that are inclusive. Use commas (without spaces) to separate the numbers not included in a multiple citation; for example (2,3,4,5,7,10) is abbreviated (2-5,7,10).

You should refrain from using abstracts as references. References to accepted but not yet published articles should be designated as "in press," authors should obtain written permission to cite such articles, as well as verification that they have been accepted for publication. Information from manuscripts submitted but not accepted must be cited in the text as "unpublished manuscript", with written permission from the source.

Bibliographic References

It contains details only of the articles or works cited in the text of the document (book, journal article, pamphlet, website, tape, or movie). These data should include enough detail for others to locate and consult references. It must appear at the end of the article numbered numerically and in the same order in which they have been cited in the text. Cited internet sources must also be on the reference list, according to the Vancouver Style.

Measurement units

Measurements of length, height, weight, and volume will be expressed in metric units (meter, kilogram, liter) or their decimal multiples. The temperature should be in degrees Celsius. Blood pressure should be in millimeters of mercury. Check website:

<http://www.nlm.nih.gov/citingmedicine>

Abbreviations and symbols

Use only standard abbreviations. The abbreviation that represents organizations, programs, among others, must be written in square brackets, in the first mention and continue to be used in the text. Avoid abbreviations in the manuscript title. Check website:

<http://www.nlm.nih.gov/citingmedicine>