

Submission Guidelines for the Journal of Korean Critical Care Nursing

Enactment: January 2008

Amendment: June 2010

January 2017

June 2018

November 2019

October 2020

April 2022

January 2025

Purpose, Scope, and Interval of Publication

1. The Journal of Korean Critical Care Nursing (JKCCN) is the official journal of the Korean Society of Critical Care Nursing, and its International Organization for Standardization (ISO) abbreviation is J Korean Crit Care Nurs. This journal aims to disseminate nursing research papers within the domain of acute or critical care, thereby furnishing nursing educators, practitioners, and researchers with the most recent information pertinent to their field. Additionally, the journal seeks to promote the development and dissemination of knowledge within the realm of critical care nursing. Papers in other fields may be published based on the results of expert review and the decision of the editorial committee. The types of papers that can be published in this journal include quantitative research, qualitative research, systematic literature reviews and meta-analyses, and letters to the editor.
2. The journal is published three times a year (February 28, June 30, and October 31). In addition, a special issue may be published at the decision of the editorial committee.

Research and Publication Ethics

This provision aims to establish the research ethics of the authors in relation to the publication of papers in the Journal of the Korean Society of Critical Care Nursing, prevent research misconduct in advance, and provide fair and systematic verification of the truth in the event of research misconduct.

1. It is imperative that all manuscripts are prepared in strict compliance with the guidelines for research and publication ethics recommended by the Council of Science Editors (CSE, <http://www.councilscieeditors.org>), the International Committee of Medical Journal Editors (ICMJE, <http://www.icmje.org>), and the Korean Association of Medical Journal Editors (KAMJE, <https://www.kamje.or.kr>).
2. In the context of human subjects, the Helsinki Declaration stipulates that the patient or guardian must be comprehensively informed about the objectives of the study and the potential mental and physical harm that may arise from participating. Written consent from the subject is also required for study participation. Furthermore, the Institutional Review Board (IRB) should review and

approve the study. Nonetheless, with regard to literature reviews, meta-analyses, and secondary analyses, the IRB will conduct a review and determine whether to exempt the study after deliberation by the editorial board. In the event that submission of such documentation is deemed necessary, the editor reserves the right to request the submission of a written consent form and an IRB approval letter. In the context of research involving human subjects, it is imperative that authors explicitly state in their publications that the study was conducted in accordance with the pertinent standards and with the approval of the IRB.

3. In the event that the subject of the study is an animal, the treatment performed to reduce the pain and discomfort of the experimental animal should be described. Furthermore, it should be stated that the experimental process did not violate the regulations of the research institution's ethics committee or the NIH Guide for the Care and Use of Laboratory Animals.
4. Composition of the Research Ethics Committee
 - 1) The Research Ethics Committee is obligated to establish a committee that will deliberate on matters pertaining to research ethics.
 - 2) The committee shall comprise six or more and eight or fewer members, including the editor-in-chief.
 - 3) The members of the Research Ethics Committee are to be appointed by the Chairperson of the Research Ethics Committee and approved by the Board of Directors of the Korean Society of Critical Care Nursing (hereinafter referred to as the Board). The members of the Research Ethics Committee shall serve a term of two years, but may be reappointed.
 - 4) In the event that any issue related to research ethics arises in connection with a submitted or published paper, the Editor-in-Chief shall convene a Research Ethics Committee. The decisions made by the Research Ethics Committee must be approved by the Board and subsequently implemented.
5. Papers containing the following research misconduct will not be published, and the editorial board will determine the relevant details.
 - 1) Fabrication: The act of Falsely creating, recording, or reporting non-existent research raw data, research data, or research results
 - 2) Falsification: The act of distorting the content or results of research by artificially manipulating research materials, equipment, processes, etc. or by arbitrarily changing or deleting research raw data or research data or research results
 - 3) Plagiarism: Theft of others' ideas, processes, results, or records without due authority and proper attribution
 - 4) Unfair authorship: The act of denying authorship to an individual who has made a scientific or technological contribution to the research content or results without a justifiable reason, or the act of granting authorship to an individual who has not made a scientific or technological contribution, or designating an individual as an author without their consent
6. Duplicate publication and duplicate submission are prohibited. Manuscripts that have been or are being published in other journals cannot be submitted to this journal, and papers that have been or are being published in this journal cannot be published in other journals.
 - 1) The criteria for judging duplicate publication are that the work must not have been published

in another language, in whole or in part, in print or electronic media, or in a journal, whether registered or not.

- 2) If the author wishes to publish the manuscript published in the journal in another language, he or she must obtain the approval of the editors-in-chief of both journals.
 - 3) The Research Ethics Committee will review the manuscript to determine whether it is a duplicate publication.
7. If a published paper is found to be plagiarized or duplicated, the following procedures will be pursued.
- 1) Disclosure and preservation by specifying the fact and reason for withdrawal of the relevant paper
 - 2) Paper submission ban for the next three years
 - 3) Announcement on the website and publication of the Journal of Korean Critical Care Nursing
 - 4) Announcement on the website and publication of the Journal of Korean Critical Care Nursing
 - 5) Notification of details to the relevant research funding agency for papers written with research grant funding

8. Authorship

The authorship is exclusively granted to those who have made a substantial contribution to the endeavor through direct participation.

The criteria for authorship are in accordance with the ICMJE Authorship guidelines (<http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>).

- 1) Substantial contribution to the conception or design of the study and acquisition, analysis, or interpretation of the data used in the study
- 2) Composition of the manuscript pertaining to the research outcomes or the critical evaluation of a substantial academic component
- 3) Approval of the final version before publication
- 4) Assurance of investigation and resolution of questions related to the accuracy or integrity of the research in an appropriate manner, and agreement to take responsibility for all parts of the research

Contributors who meet all of the above criteria are given authorship, and other contributors are listed in the acknowledgments.

- 5) For a thesis or dissertation, it must be clearly stated that it is one, and the first author must be the degree recipient.
- 6) The corresponding author is the author responsible for the entire process of paper submission. The corresponding author decides whether to include co-authors and the order of authors. The corresponding author should circulate the final manuscript to all co-authors and notify them of the submission for confirmation. All authors must submit their ORCID IDs when submitting their papers. The corresponding ID can be created at <https://orcid.org>.
- 7) Any modifications to the order of names of authors in the list of authors at the time of submission necessitate the approval of the editorial board prior to the manuscript's acceptance for publication. If a change request is necessary, the corresponding author must submit the

following documents to the editorial board: (a) a statement of the reasons for the change of authorship; (b) written confirmation from all authors agreeing to the addition, deletion, or rearrangement of author names; and (c) convincing supporting documentation.

8) The number of papers by the same author published in this journal is limited to a maximum of two per issue, including joint research.

9. Conflicts of Interest (COI)

The corresponding author should inform the editorial board of any potential conflicts of interest (COI) that could influence the interpretation of the data. Potential conflicts of interest may include employment, consulting, stock ownership or options, honoraria, paid expert testimony, patent applications or registrations, and other research grants or funding. Even if all authors are confident that potential conflicts of interest have not affected the preparation of the manuscript, this should still be stated in the manuscript (cover letter and main text). If an editor who is involved in the decision-making process for the final publication of a paper has a potential or actual conflict of interest with the paper (author, institution, etc.), the editor is obligated to inform other editors and recuse themselves from the decision-making process. The editor is responsible for disclosing any potential conflicts of interest that may emerge during the publication process.

10. Artificial Intelligence(AI)-enabled Technology

Authors must disclose whether they have used any artificial intelligence (AI)-enabled technologies (e.g., large language models (LLMs), chatbots, image generation tools) in the preparation of their manuscript and must specify the purpose and methods of use in the cover letter and in an appropriate section of the paper. For example, if AI is employed to facilitate writing processes, it is imperative to provide a detailed account of this utilization within the acknowledgments section. If AI is implemented for data collection, analysis, or image generation, such applications should be explicitly delineated in the method section. It is important to note that chatbots, such as ChatGPT, cannot be considered as authors, as they are not accountable for the accuracy, integrity, and originality of the paper. The responsibility for the submitted papers and materials, and the appropriateness of all citations, rests entirely with the authors.

Submission of Manuscripts

1. Both the first author and corresponding author must be members of the Society to submit a paper.

2. The manuscript is submitted online.

1) The paper is submitted by accessing the online submission system of the Korean Journal of Critical Care Nursing (<https://jkccn.org/>). Manuscripts should be written in Korean or English in accordance with the spelling rules. When submitting a paper manuscript online, the author must sign a copyright transfer agreement.

2) When submitting, the cover page and self-inspection items should be sent to kscen.editor.2022@gmail.com. For more information, please visit the Korean Journal of Critical Care Nursin website and refer to the "Online Paper Submission Guidelines." Inquiries regarding the utilization of the system should be directed to the office of the Korean Journal of Critical Care Nursing (Publication Director) via email or telephone.

3. Manuscripts that do not align with these submission guidelines will be deemed unworthy of consideration, and once a manuscript has been accepted, the paper cannot be retracted or the author's name changed without compelling justification.

Preparation of Manuscripts

● General Information

1. Manuscripts should be written in Korean or English in accordance with the orthography.
2. The manuscript must not contain any indication that could identify the author. The manuscript should not exceed 20 pages in total, including the abstract, main text, references, and tables or figures. The page of the English abstract will be numbered 1.
3. Manuscripts should be written using Hangul or MS Word on A4 paper, with a top margin of 30 mm, a bottom margin of 25 mm, a left margin of 25 mm, and a right margin of 25 mm. For Korean manuscripts, the font is set to Shinmyeongjo, 10 points, and the line spacing is set to 200%. For English manuscripts, the font is set to Times New Roman, 12 points, and the line spacing is set to double-space in MS Word. All pages are assigned page numbers.
4. Academic terms are based on the latest editions of the Standardized Nursing Terminology published by the Korean Academy of Nursing and the Medical Terminology published by the Korean Medical Association.
5. Use of abbreviations: If an acronym must be used, it should be written in full the first time it is used, followed by the abbreviation in parentheses. However, abbreviations should not be used in the title of the paper. The *p*, which represents the probability of the null hypothesis, is written in italic lowercase letters and the zero before the decimal point is omitted.
6. The names of regions and organizations are abbreviated in the text (e.g., City P and University A), and the names are written in real names after approval of the final version before publication.
7. In principle, the scales employed in the study must be approved by the original author.
8. Drug names, devices, and equipment: Drug names are written using generic names (generic names). The brand name, manufacturer, city, and country of origin are written only once when first described for proprietary brand drugs, devices, and equipment. TM, ® and the like, which refer to the product name, are not used unless absolutely necessary.
9. When using parentheses (), spaces are placed between words or numbers in English before the parentheses (), whereas no spaces are placed in Korean. The affix that comes after the parenthesis is written without a space before it.

● Composition of the Manuscript

The manuscript is organized in the following order: cover, English abstract, main text, references, tables, figures, and appendices, each of which should begin on a separate page.

1. Cover

The cover includes the 1) title of the paper; 2) full names, affiliations, ORCID numbers, and names and addresses of the corresponding author (marked with an asterisk), email address, telephone

number, and fax number; 3) type of paper; 4) number of references; 5) number of words in the abstract; 6) keywords in Korean and English; and 7) disclosure (thesis, funding, other conflicts of interest, research data sharing, acknowledgments if necessary, authorship, and contribution to the paper) in Korean and English in that order.

2. Abstract

It is written on the first page and is written in no more than 250 words in length. It is imperative that the purpose, methods, results, and conclusion be separated without altering the lines. Capitalize the first letter of important words in the English title. The use of abbreviations in English abstracts should be avoided. Three to five English keywords that match the content of the manuscript are listed after the English abstract. The terms listed in the www.nlm.nih.gov/mesh (MeSH) are used.

3. Main Text

It is organized in the following order: introduction, methods, results, discussion, and conclusion (including recommendations).

- 1) Introduction: The necessity and purpose of the study should be presented concisely and clearly, and the background should include only information relevant to the purpose.
- 2) Methods: The research design, subjects, scales, data collection methods, ethical considerations, and data analysis methods are described with subheadings in order. If the subject of the study is a human being, the appropriate notation between biological sex and sociocultural gender should be selected and used, and the method of determining biological sex and sociocultural gender should be described. However, animals and cells must be specified by biological sex. If a researcher has only studied one sex or a specific group (race or ethnicity) without a clear reason, such as prostate cancer or ovarian cancer, the valid rationale and limitations of the study should be clearly described.
- 3) Results: The analysis results are described clearly and logically.
- 4) Discussion: The research results are interpreted and explained in a logical way, in relation to previous studies and other related materials. The implications of the research results and the limitations of the research are described, and the contents of the research results are not described repeatedly.
- 5) Conclusion: The final conclusion is written in relation to the purpose of the study, and recommendations for future research are made without repeating the results of the study.

● Tables, Figures, and Pictures

1. Tables, figures, and photographs should be created on a separate page with a total of five or fewer, and the contents of the tables and figures should not be duplicated.
2. The contents of tables, figures, and pictures should be easy to understand and have their own functions.
3. The titles and contents of tables, figures, and pictures are written in English.
4. Principles of making a table

- 1) All lines should be single lines, with no vertical lines in the diagram.
 - 2) The title of the table is located at the top of the table, and the first letter of important words is capitalized.
E.g., Table 1. Overall Responses to Question Types
 - 3) The tables are numbered in the order in which they are cited in the main text.
 - 4) The list of abbreviations is written in alphabetical order, and the word “and” is not placed in front of the last abbreviation.
E.g., BP: Blood pressure; ED: Emergency department
 - 5) The mean and standard deviation are expressed as “Mean±SD,” and “SD” is written in the definition of the abbreviation.
 - 6) If an explanation is required, it should be added as a footnote at the bottom of the table. The footnotes in the table are explained using superscript symbols, and the symbols are used in the following order. The explanations of superscripted (*, †, ‡, §, ||, ¶, #, **, ††) parts are given in the lower left corner of the table, and the explanations of abbreviations used in the table are given in the lower left corner in the order in which they are cited.
E.g., *Survival case; †Dead case
 - 7) If the number value of the decimal point can exceed “1,” a “0” is written before the decimal point, and if it cannot exceed “1,” a “0” is omitted before the decimal point.
E.g., t=0.26, $p<.001$
 - 8) The p-value, which indicates the significance of the result, is generally described as a value without footnotes and is written to three decimal places. If the p-value is .000, it is written as $p<.001$. The p, which represents the probability of the null hypothesis, is written in italic lowercase letters.
E.g., $p=.003$, $p<.001$
 - 9) Percentages (%) are expressed to one decimal place, and all statistics such as t, F, χ^2 , and r are expressed to two decimal places.
5. Principles of Figures and Pictures
- 1) The title of the figure is located at the bottom of the figure, and only the first letter is capitalized.
E.g., Figure 1. Path diagram of the model
 - 2) If there are two or more pictures under the same number, the Arabic numerals are followed by an alphabetical letter.
E.g., Figure. 1-A, Figure. 1-B
 - 3) The resolution of the image should be 600 dpi or higher.

● Appendix

For scale development research, the final scale developed is presented as an appendix, and for systematic literature reviews and meta-studies, the list of reviewed articles is presented as an appendix.

References

Citation of References in the Main Text

1. The citation of literature should follow the Citing Medicine: The NLM Style Guide for Authors, Editors, and Publishers (<http://www.nlm.nih.gov/citingmedicine>).
2. If different authors are quoted in the same text, they should be numbered according to the order in which they are cited.
E.g., Social support [1], fatigue [2,3], critical care [4-6]
3. If literature is cited in the text, the numbers are indicated in square brackets [] in the order in which they are cited. If a reference is cited repeatedly in the text, the same number is used.
E.g., Social support [1,2], fatigue [2-5], depression [1,4-6]
4. When referring to the author's name in the text, use the last name in English. If there are two authors, use an "and" between the authors' last names. If there are more than three authors, add "et al." after the first author's last name.
E.g., The method proposed by Strauss and Corbin [26] is..., In the study by Yoo et al. [27]...

Reference List

1. Literature cited in the text must be included in the reference list. References should be listed on a separate page at the end of the paper in the order of citation. Authors are responsible for the accuracy of the reference list, which should contain no more than 50 references. No more than three theses or dissertations should be cited.
2. All references are written in English according to Citing Medicine: The NLM Style Guide for Authors, Editors, and Publishers 2nd edition (2007) (<http://www.nlm.nih.gov/citingmedicine>). However, the name of the journal should be written in full, not in abbreviation. For magazine names, the first letter of each word should be capitalized, and the name of the magazine should be written in full.

Examples of References in the Reference List

1. Journal: It is written in the order of Author. Paper. Journal. Year; Volume(Issue):Start Page-Last Page. Digital Object Identifier (DOI). The DOI should be entered on a single line with no line breaks.
 - 1) If there are six or fewer authors
E.g., Morsch CM, Goncalves LF, Barros E. Health-related quality of life among hemodialysis patients-relationship with clinical indicators, morbidity and mortality. Journal of Clinical Nursing. 2006;15(4):498-504. <https://doi.org/10.1111/j.1365-2702.2006.01349.x>
 - 2) If there are seven or more authors
E.g., Kim JY, Kim B, Park KS, Choi JY, Seo JJ, Park SH, et al. Health-related quality of life with KDQOL-36 and its association with self-efficacy and treatment satisfaction in Korean dialysis patients. Quality of Life Research. 2013;22(4):753-8. <https://doi.org/10.1007/s11136-012-0203-x>
 - 3) Papers from journals in publication: It is written in the order of Author. Paper. Journal. Forthcoming.

Date of publication.

E.g., If the date of publication is known: Kretzer K, Evelo AJ, Durham RL. Lessons learned from a study of a complementary therapy for selfmanaging hypertension and stress in women. *Holistic Nursing Practice*. Forthcoming 2013 May 9.

E.g., If the date of publication is not known: Matura LA, McDonough A, Aglietti LM, Herzog JL, Gallant KA. A virtual community: concerns of patients with pulmonary hypertension. *Clinical Nursing Research*. 2013. Forthcoming.

2. Magazine article: It is written in the order of Author. Article. Magazine. Year Date: Page.

E.g., Rutan C. Creating healthy habits in children. *Parish Nurse Newsletter*. 2012 May 15:5-6.

3. Newspaper article: It is written in the order of Reporter. Article. Newspaper. Year Date:Sect. Section. publication.

E.g., Cho C-u. Stem cell windpipe gives Korean toddler new life. *The Korea Herald*. 2013 May 2:Sect. 01.

4. Books

1) Book: It is written in the order of Author. Signature. Edition. Location: Publishing company; Year. p. Page. publication.

E.g., Peate I. *The student's guide to becoming a nurse*. 2nd ed. Chichester WS: John Wiley & Sons; 2012. p. 59-90.

2) Chapter of a book: It is written in the order of Author of the chapter. Title of the chapter. In: Editor(s). Signature. Edition. Location: Publishing company; Year. p. Page. publication.

E.g., Miller CW. *Applied cardiovascular physiology*. In: Wingeld WE, Raffe M, editors. *The veterinary ICU book*. Jackson, WY: Teton NewMedia; 2002. p. 1-14.

3) Edited book: Editor(s). Signature. Location: Publishing company; Year.

E.g., Curley MAQ, Moloney-Harmon PA, editors. *Critical care nursing of infants and children*. Philadelphia, PA: W.B. Saunders Co.; 2001.

4) If there is no author or editor name: Signature. Edition. Location: Publishing company; Year.

E.g., *Merriam-Webster's collegiate dictionary*. 10th ed. Springfield, MA: Merriam-Webster; 1995.

5) Translated book: It is written in the order of Original author. Translated title. Edition. Translator. Location: Publishing company; Year. Page.

E.g., Stuart G. *Principles and practice of psychiatric nursing*. 9th ed. Kim SS, Kim KH, Ko SH, translator. Philadelphia, PA: Mosby; 2008. p. 29-34

6) Encyclopedia, dictionary: It is written in the order of (Editor) Author. Encyclopedia. Edition. Location: Publishing company; Year. Year. (The editor or author should be written in accordance with the format).

E.g., Fitzpatrick JJ, Wallace M, editors. *Encyclopedia of nursing research*. 3rd ed. New York, NY: Springer Publishing Company; 2012.

5. Research report: It is written in the order of Author. Report title. Report type. Location: Institution (university); Publication date. Report number.

E.g., Perio MA, Brueck SE, Mueller CA. Evaluation of 2009 pandemic influenza A (H1N1) virus exposure among internal medicine housestaff and fellows. *Health Hazard Evaluation Report*. Salt Lake City, Utah: University of Utah School of Medicine, 2010 October. Report No.: HETA

2009- 0206-3117.

6. Thesis or dissertation: Citation of theses or dissertations should be avoided whenever possible, but if necessary, no more than three theses or dissertations should be cited. Thesis or dissertation should be cited in the order of Author. Thesis or dissertation title [degree type]. Location: University; Year of publication. p. Page. publication.

1) Doctoral dissertation

E.g., Shin MJ. A study of the lived experiences of clients receiving long-term hemodialysis [dissertation]. Seoul: Chung-Ang University; 1994. p. 26-41.

2) Master's thesis

E.g., Park JE. Symptom cluster and self-care activity in patients on hemodialysis [master's thesis]. Seoul: Korea University; 2016. p. 6-8. p. 93-96.

7. Citation from secondary sources: Secondary sources should only be used in unavoidable situations where the primary sources are unavailable and acknowledged in the reference that they are cited from the primary source.

E.g., Gordis E. Relapse and craving: a commentary. Alcohol Alert. 1989;6:3. Cited by Mason BJ, Kocsis JH, Ritvo EC, Cutler RB. A double-blind, placebo controlled trial of desipramine for primary alcohol dependence stratified on the presence or absence of major depression, JAMA. 1996;275:761-67.

8. Conference or symposium materials (proceedings)

1) Unpublished conference proceedings: It is written in the order of Author. Presentation title. Paper presented at: Conference name; Conference date; Conference venue. Conference location. publication.

E.g., Bryar R. e primary health care workforce development roadmap. Paper presented at: The public health nursing contribution to primary health care 3rd International public health nursing conference; 2013 August 25-1; National University of Ireland Galway (NUIG). Galway.

2) Poster session: It is written in the order of Author. Poster title. Poster session presented at: Conference name; Conference date; Conference venue. Conference location. publication.

E.g., Ruby J, Fulton C. Beyond redlining: Editing software that works. Poster session presented at: The annual meeting of the Society for Scholarly Publishing; 1993 June 6; Washington, DC.

9. Web material: It is written in the order of Author. Title[Internet]. Location: Publisher; Year [cited year date]. Available from: URL.

E.g., Statistics Korea. 2010 life tables for Korea [Internet]. Seoul: Statistics Korea; 2011 [cited 2012 January 16]. Available from: http://kostat.go.kr/portal/korea/kor_nw/3/index.board?bmode=read&aSeq=252533

Paper Review

1. Submitted manuscripts are reviewed by three reviewers.

2. Manuscripts are reviewed by a panel of reviewers and then reviewed by the editorial board. The editors may request a revision if the reviewer's comments have not been addressed, if additional

revisions are needed, or if the manuscript does not meet the submission guidelines. The editor-in-chief then makes the final decision on whether to publish the manuscript.

3. Authors should revise and supplement the manuscript according to the results of the review and submit the revised manuscript and the revised supplement to the online manuscript submission system in a timely manner. Revisions and supplements based on the reviewers' comments should be itemized, and the revised manuscript should be marked in red.
4. Authors are responsible for making any corrections necessary for publication.
5. The review fee (KRW 30,000) and publication fee (KRW 30,000 per page up to 10 pages; KRW 50,000 per page from 11 pages onwards) shall be borne by the authors in accordance with the Society's regulations.
6. The details of paper reviews adhere to a distinct review policy.

■ Addendum

1. These guidelines are effective from January 2017.
2. These guidelines are effective from June 2018.
3. These guidelines are effective from November 2019.
4. These guidelines are effective from November 2020.
5. These guidelines are effective from April 2022.
6. These guidelines are effective from January 2025.