

AANA JOURNAL

AANA Journal Author Guidelines

Effective July 2026

Submit manuscripts via editorialmanager.com/aana Questions: journal@aana.com

Editorial Mission and Scope

Mission

The *AANA Journal* promotes the art and science of nurse anesthesiology practice in the most evidence-based and systematic manner possible. CRNAs/nurse anesthesiologists serve a wide range of healthcare delivery functions, including providing anesthesia, critical care, pain management, patient and provider education, and administrative leadership. The Journal illuminates the spectrum of responsibilities of the nurse anesthesiologist by marshaling knowledge derived from state-of-the-art reviews, commentaries, and both clinical and laboratory studies. The principal trajectory of the *AANA Journal* is to advance patient safety.

Description

The *AANA Journal* is the official peer-reviewed scholarly journal of the American Association of Nurse Anesthesiology. It is indexed via *PubMed/Medline*, *CINAHL*, *EBSCO*, and *Google Scholar*, and has an accompanying digital app. The Journal publishes original manuscripts that foster the understanding of the science of anesthesia delivery and investigate issues, ideas, and innovations that advance the practice of nurse anesthesiology. All manuscripts undergo a double-blind peer review process.

MODULE 1: PREPARATION

Everything you need to know before you begin writing: eligibility, ethical requirements, and article specifications.

Manuscript Categories

The *AANA Journal* accepts the following types of submissions:

- Original Research
- Quality Improvement
- Evidence-Based Projects
- Case Reports
- Review Articles: Scoping, Integrative, Narrative, and Systematic
- Invited Editorials
- Perspectives: Education, Practice, and Leadership
- Letters to the Editor
- Journal Courses: See the Journal Course Requirements for Authors for special requirements

Article Requirements by Type

Word counts exclude references, tables, and figures. Abstract word limits are separate from the main word count.

Article Type	Word Count	References	Figures/ Tables	Abstract (structured, 300 words)
Original Research	4,000	60	8	Required
Quality Improvement	4,000	50	5	Required
Evidence-Based Project	4,000	50	5	Required
Case Report	2,500	20	4	Required
Review Article	5,000	120	6	Required
Invited Editorial	1,000	10	1	Not required
Perspectives	2,500	25	3	Required
Letter to the Editor	600	6	1	Not required
Journal Course	5,000	120	8	Required

Ethical Requirements

Institutional Review Board (IRB) Approval

All studies involving human subjects must include documentation of IRB review. The *AANA Journal* will not publish studies that have not been reviewed by an IRB or an IRB subsidiary, including projects designated as quality improvement. IRB documentation must be submitted as part of the manuscript submission. Authors should consult their IRB regarding the appropriate review pathway: exempt, expedited, or full review.

IRB information must appear in the manuscript. Any identifying information, including authors, institutions, or IRB numbers, must be temporarily redacted in all reviewer-visible files to preserve the integrity of the double-blind review.

Financial Disclosure and Conflicts of Interest

Authors must disclose all potential conflicts of interest including financial, consultant, institutional, and other relationships that might lead to bias. If there is no conflict of interest, it must be explicitly stated as "none declared." All sources of funding must be acknowledged. The corresponding author is responsible for ensuring that all contributors accurately disclose conflicts of interest. Failure to disclose constitutes scientific misconduct. All contributors should err on the side of disclosure.

Declaration of Contribution

Each author must confirm that they made significant contributions and approved the manuscript. Each author must have contributed substantially to one or more of the following:

- **Conceptualization:** formulation or development of research ideas, aims, or hypothesis
- **Methodology:** development or design of methods, models, or analytic strategies
- **Data Collection/Investigation:** acquisition of data or conduct of experiments
- **Data Analysis and Interpretation:** analysis, synthesis, or interpretation of results
- **Writing, Original Draft:** preparation of the initial manuscript draft
- **Writing, Review and Editing:** critical review, revision, and intellectual refinement
- **Supervision:** oversight, mentoring, or leadership responsibility for the research
- **Project Administration:** coordination, management, or logistical oversight
- **Funding Acquisition:** securing financial support for the work, where applicable

All authors must have reviewed and approved the final manuscript and must agree to be accountable for their respective contributions and for the integrity of the work as a whole.

Declaration of Generative AI Use

The *AANA Journal* adheres to the artificial intelligence (AI) guidance from the International Committee of Medical Journal Editors (ICMJE) and the Committee on Publication Ethics (COPE). The following rules apply to all submissions:

- AI-assisted tools, including large language models and generative AI, may not be listed as authors.
- Authors who use AI in the preparation of a manuscript, including writing, editing, data analysis, or figure generation, must disclose the tool used, the date of access, and the nature of its use in the appropriate section of the manuscript.
- Authors bear full responsibility for the accuracy, integrity, and originality of all AI-assisted content.
- AI tools may not be cited as references.
- Reviewers may not input manuscript content into any AI platform because this violates peer-review confidentiality.

Failure to disclose AI use constitutes a breach of publication ethics and may result in rejection or retraction. Full policy details are available in [Journal Policies and Statements](#).

Use of Inclusive Language

The *AANA Journal* recognizes and respects the inherent diversity of its readership. Inclusive language acknowledges differences, shows respect for all individuals, and fosters equal opportunities. The following standards apply to all manuscripts:

- Maintain a tone that is free from assumptions regarding personal beliefs or commitments of any reader.
- Avoid language that implies superiority based on age, gender, race, ethnicity, culture, sexual orientation, disability, health status, or other sociodemographic characteristics.
- Remove bias, stereotypes, slang, and cultural assumptions from all manuscripts.
- Use gender-neutral language where possible; for example, use "clinicians," "patients," or "participants" rather than gendered pronouns.

Note: *These guidelines provide a foundational framework. Authors must consistently apply a lens of respect throughout their work.*

Academic Misconduct, Retractions, and Corrections

Authors are advised to review the ICMJE guidelines, particularly the sections on author responsibilities. In the event that an ethical concern is raised, the *AANA Journal* will reference guidance from the Committee on Publication Ethics (COPE). Key policies include:

1. The author list and order must be finalized prior to initial submission. Addition of contributors during revision is permitted only under special circumstances. Once a manuscript is accepted, no modifications to the author list or order are permitted.
2. The *AANA Journal* takes no position on author order. The corresponding author is solely responsible for ensuring that the listing is complete and acceptable to all authors.
3. The corresponding author is fully responsible for the accuracy and completeness of the submission, including the identification and verification of all contributors, their contributions, and IRB approval documentation.

Unless and until a submission is rejected, no part of a submitted manuscript may be used in any other manuscript, book, or publication, regardless of the target medium.

Copyright Transfer

All authors must complete and submit the Journal's Publication Agreement upon manuscript acceptance. All authors, not just the corresponding author, must sign the form.

MODULE 2: FORMATTING

Adhering to these formatting rules reduces the risk of your manuscript being returned without review.

General Formatting Rules

- Software: All text and tables must be submitted as Microsoft Word documents. PDFs are not acceptable for text submission.
- Font: Use 12-point Times New Roman or Arial throughout the manuscript.
- Layout: Double-space text. Number pages consecutively, beginning with the title page. Indent each paragraph with a tab.
- Language: Use standard scientific English. Run spellchecking software prior to submission.
- Clarity: Review your manuscript for grammatical errors and clarity. Poorly written manuscripts will be returned without review.
- Citation management tools such as EndNote and Zotero may be used but must be deactivated before final submission to remove formatting remnants.

Ensuring a Double-Blind Review

To maintain anonymity, reviewers must not be able to identify the authors. The manuscript, tables, and figures will be accessible to reviewers. The following steps are required:

- Title page: Author names and affiliations must appear only on the separately submitted title page.
- Document metadata: Remove identifying information from the "Author" fields in Word or PDF file properties.
- Body text: Do not include institutional names, logos, acknowledgments, or other identifying details in the main manuscript file, figures, tables, or supplementary files.

Authors are fully responsible for ensuring that all reviewer-visible files are anonymized prior to submission.

Required Manuscript Components

A complete submission must include all the following components:

Component	Format and Notes
Cover Letter (optional)	Separate file; Microsoft Word or PDF
Title Page	Separate file; include financial disclosures, conflicts of interest, ORCID numbers, and author contribution statements
Article Summary	No more than 300 characters; this may be used in the table of contents or social media upon acceptance
Abstract	No more than 300 words; structured
Main Manuscript	Single Word document including abstract, body text, references, and figure legends
Tables	Each table as a separate Microsoft Word file
Figures	Each figure as a separate TIFF at 300 dpi or higher
Supplemental Digital Content	Merged into one single Word document; include a table of contents if multiple components are present
IRB Documentation	Required for all studies involving human subjects
Permissions	Required for any reproduced or adapted figures, tables, or images
Reporting Guideline Checklist	Highly recommended; upload as a supporting file (see Reporting Guidelines section)

Title Page

The title page must include the following items:

1. Manuscript title
2. First name, middle initial, and last name of each author, in the order preferred for publication
3. Highest academic degrees, fellowship designations, and institutional affiliation for each author
4. Corresponding author's name and email address

5. ORCID number for each author
6. A brief description of each author's contributions to the work; for example, study design, data collection, analysis, or manuscript preparation
7. Financial support used for the study, including any institutional or departmental funds
8. Statement of financial disclosures and conflicts of interest for each author
9. Acknowledgements (which will be moved to the end of the final published article)
 - a. Scientific contributors who do not qualify for authorship may be acknowledged. Secretarial and editorial assistance are not acknowledged.
10. Five keywords for indexing, using terms from the NLM's Medical Subject Headings (MeSH) thesaurus, available at nlm.nih.gov/mesh

Editorial Manager will prompt authors to enter some of the above information into specific fields during the submission process. All information should be included on the manuscript's title page.

Article Summary

A brief article summary of no more than 300 characters must be included with the submission. If the manuscript is accepted, this summary may be used in the table of contents and social media.

Abstract

Abstracts must not exceed 300 words and should be structured. The abstract word count is not included in the full article word count. Editorials and Letters to the Editor do not require an abstract.

Abstracts should adhere to the following structure:

- Objectives/Purpose
- Methods/Design
- Results
- Discussion/Implications
- Conclusion

Body Text

Organize the manuscript body in the following order:

**Introduction, Materials and Methods, Results, Discussion, Conclusions,
References, Figure Legends**

- Use the full term for any acronym at its first occurrence, followed by the abbreviation in parentheses.
- Do not use abbreviations in titles, figure legends, or table titles, except for common acronyms.
- Review your manuscript carefully for typographical and grammatical errors. Poorly written manuscripts will be returned without review.

References

The maximum number of references allowed varies by article type; see the Article Requirements table above. All references cited must appear in the text.

- Cite references in sequential order in the text using superscript Arabic numerals.
- All references must conform to *AMA Style*, 11th edition.
- Include DOI numbers for all references where available.
- Cite up to six authors. If more than six authors exist, cite the first three and add "et al."
- Cite personal communications, whether written or oral, parenthetically in the text only.
- Keep Internet references to a minimum. Those cited must be from established, peer-reviewed sources with stable, archived information.
- Deactivate citation management tools before final submission to remove formatting remnants.

Note: Use of AI tools to generate reference lists is strongly discouraged due to a high risk of errors. Authors must verify all references for accuracy before submission. Manuscripts will be returned for reference correction if needed.

Reference Format Examples

Journal article:

Hussain R, Wark S, Muller A, Ryan P, Parmenter T. Personal relationships during end-of-life care: support staff views of issues for individuals with intellectual disability. *Res Dev Disabil*. 2019;87:21-30. doi: 10.1016/j.ridd.2019.01.005

Book chapter:

Tunajek SK. Standards of care in anesthesia practice. In: Foster SD, Faut Callahan M, eds. *A Professional Study and Resource Guide for the CRNA*. 2nd ed. Park Ridge, IL: American Association of Nurse Anesthetists; 2011:149-174.

Website:

US Department of Veterans Affairs. National Center for PTSD. PTSD Overview. <http://www.ptsd.va.gov/public/pages/fslist-PTSD-overview.asp>. Accessed September 17, 2012.

Reporting Guidelines

The *AANA Journal* highly recommends that authors use the appropriate EQUATOR reporting guideline during manuscript preparation and upload the completed checklist with their submission. Although optional, these checklists can help authors identify missing reporting elements before submission, provide editors with a reference when assessing reporting completeness, and support greater transparency throughout the editorial process.

EQUATOR checklists are not applicable to Journal Course, Perspectives, or Letter to the Editor submissions.

Authors should complete the appropriate reporting guideline checklist for their study type and upload it as a supporting file at submission. The checklist must identify the page or line number in the manuscript where each required element appears.

Article Type	Required Guideline
Randomized controlled trial	CONSORT
Observational study (cohort, case-control, cross-sectional)	STROBE
Systematic or scoping review or meta-analysis	PRISMA
Case report	CARE
Quality improvement	SQUIRE
Qualitative research	SRQR or COREQ

Reporting guideline checklists and resources are available at equator-network.org.

Tables

- Prepare all tables in Microsoft Word. Spreadsheets are not acceptable.
- Text-heavy tables must not exceed a single formatted journal page. Tables that exceed this limit must be submitted as supplemental digital content.
- Each table must have a title and column headings.

- Do not use tabs, table editors, decimal tabs, or justification commands to format tables.
- Do not use spaces to separate columns or underline or draw lines within tables.
- Do not use abbreviations in table titles or all-capital letters in table headings.
- Do not reiterate tabular data in the text.
- Footnotes should use superscript lowercase letters (a, b, c) in alphabetical order, reading from left to right.
- Use a space on either side of the plus-or-minus symbol.

Figures

- Submit figures as separate TIF or EPS files at 300 dpi or higher. Line art requires a minimum of 1,200 dpi. **PDFs will not be accepted.**
- Do not embed figures in the manuscript text file.
- Figures should have no more than four subcomponents or panels. Figures with more subcomponents must be submitted as supplemental digital content.
- Create artwork at actual size, or slightly larger than, its intended print size.
- Crop out any surrounding white or black space.
- Use Helvetica or Arial font in upper- and lowercase letters for captions and variables within figures. Fonts should be consistent across all figures.
- Cite figures consecutively in the manuscript and number them in the order discussed.

Figure Legends

Figure legends must appear in the body of the article after the references. They must provide sufficient information for the reader to understand the illustration without referring to the text. Legends should not repeat information already stated in the text. Legends must include attributions and credits as applicable.

Permissions and Source Documentation

All figures, tables, images, charts, graphs, screenshots, and supplementary visual materials must include a legend clearly stating:

- A descriptive caption
- The source of the material
- The rights status of the material

This requirement applies to all materials, including those created by the authors. Written permission from the copyright holder must be provided at submission for any reproduced or adapted material, unless the material is published under a license that permits reuse. Citation alone does not constitute permission. Authors are responsible for obtaining all necessary permissions prior to submission.

Supplemental Digital Content

Tables too large to fit on a single printed page must be included as supplemental digital content. Journal staff may also move tables or figures to supplemental digital content at their discretion. All supplemental digital content should be cited consecutively in the text and merged into a single Word document. A table of contents must be included if the supplemental file contains multiple components.

MODULE 3: SUBMISSION

Please submit your manuscript via editorialmanager.com/aana. For questions, contact the editorial office at journal@aana.com.

How to Submit

All manuscripts are submitted through Editorial Manager. Log in to your existing account or register as a new user. Editorial Manager will guide you through the submission process and prompt you to enter:

- Author names, addresses, phone numbers, and email addresses
- Institutional affiliations
- Manuscript title, abstract, and keywords

The editorial office will automatically receive notification and send a confirmation email to the corresponding author. Authors are encouraged to add editorialmanager.com to their email safe-senders list because confirmation emails can occasionally be caught by spam filters.

It is the author's responsibility to verify that the submission is complete. This includes approval of a PDF proof and acknowledgment that the file is a complete submission. A manuscript number will be assigned after editorial review confirms completeness. The *AANA Journal* assumes no responsibility for manuscripts lost or destroyed through electronic or computer problems. Authors are encouraged to retain copies of all submitted files.

Journal Course Submissions

Authors submitting a Journal Course must adhere to these general guidelines as well as the specific requirements outlined in the [Journal Course Requirements for Authors](#).

Peer Review Process

The *AANA Journal* uses a double-blind peer review process. Neither editors nor reviewers know the identities of the authors. After the editorial staff confirm that a submission is complete and compliant, it is assigned a manuscript number and forwarded to the Editor-in-Chief for assignment to reviewers. For reviewer guidance, see [Journal Reviewer Instructions](#).

After Acceptance

All information regarding accepted manuscripts and publication dates is confidential. Accepted manuscripts are copy edited and returned to the corresponding author for approval. Authors are responsible for all statements in their published work, including

changes made during copy editing. Authors are encouraged to proofread all edited manuscripts carefully because final responsibility for content rests solely with the author.

The manuscript title will be finalized in collaboration with the editorial team. The Journal may revise the title prior to publication to improve clarity, accuracy, or alignment with Journal style.

Journal Policies

Complete and current policies, including those on peer review, academic misconduct, retractions, corrections, AI use and disclosure, and reporting of race and ethnicity, are available in the [Journal Policies and Statements](#) section.

American Association of Nurse Anesthesiologists
journal@aana.com | editorialmanager.com/aana