

When writing a commentary or a response to a commentary, please be sure to include all of the points outlined below before submitting it into the Editorial Office.

For Commentaries:

- Clear indication that the article is a Commentary by stating 'Commentary on...' then the article reference following;
- Full citation of original article being commented on, including the issue and page numbers that the original paper appeared in. [If the original paper has yet to be published in an issue, then the 4-digit manuscript ID number (proof number) would suffice.
- The reference list should also contain the full citation of the original article. Again, if the issue and page numbers are not available yet, then inserting '(not yet published)' after the authors and title would be adequate.
- Example layout of title: **Commentary on Rycroft-Malone J, Fontenla M, Seers K and Bick D (2008) Protocol-based care: the standardisation of decision-making? *Journal of Clinical Nursing* 18, 1488–1498.**

For Responses:

- Clear indication that the article is a Response by stating 'Response to...' then the Commentary article reference, AND the original article reference following;
- Full citation of BOTH the Commentary that is being responded to, and the original article that it relates to. In most cases, the full reference details of the Commentary won't be available yet. But it's important to include as much information as is available, including the authors of the Commentary.
- The reference list should contain the full citations of both the Commentary and the original article. If any information is not yet available, inserting '(not yet published)' after both references would be adequate.
- Example layout of title: **Response to Muurinen S *et al.* (2009) Commentary on Tannen A *et al.* (2008) Differences in prevalence of pressure ulcers between the Netherlands and Germany – associations between risk, prevention and occurrence of pressure ulcers in hospitals and nursing homes. *Journal of Clinical Nursing* 17, 1237–1244 in *Journal of Clinical Nursing* 18, 304–305.**

Formatting:

- Papers should be approximately 1000 words long and should offer a critical but constructive perspective on the published paper. Original authors will be given the opportunity to respond to published commentaries.
- 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 to 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 W1M8AE.
- 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. Statistical methods used should be defined and, where appropriate, supported by references.
- Footnotes are discouraged.