KBN CONNECTION
GUIDELINES FOR SUBMISSION OF GUEST ARTICLES

Articles from guest authors may be submitted for publication in the *KBN Connection*. Priority will be given to subject matter dealing with Kentucky nurses and issues affecting nursing practice in the Commonwealth. Authors of guest articles should review the following guidelines.

Acceptable Articles
- Promotes the mission of the Kentucky Board of Nursing (KBN) to protect the public through safe nursing practice.
- Statistical data related to nursing practice/healthcare workforce.
- Practice, research, or policy papers that focus on professional nursing.
- Articles may include scenarios or case studies.
- Articles may include photography. If picture of a living person is used, then the author shall obtain and submit a copy of written permission of the individual(s) to publish the picture.

Requirements for Articles
- Authors submitting an article do so on the understanding that the work and its essential substance has not been published before in Kentucky and is not being submitted or considered for publication in any nursing-related journals or publications that have a circulation base in Kentucky for a period of three months.
- Articles should be evidence-based.
- Authors are responsible for the accuracy and completeness of their reference and correct text citation.
- Authors must obtain copyright releases for reprinting any previously published material.
- Authors must protect the anonymity of people described in scenarios/case studies and must obtain the written consent of all such people, even if the individual names are not used, whenever the identity of such a person could be determined.
- Author must meet *KBN Connection* publishing deadlines.
- KBN staff has final editing authority.

Articles Not Acceptable for Publication
- Articles endorsing political candidates or viewpoints.
- Articles advertising employment for nurses outside Kentucky.
- Unreferenced personal opinion articles.
- Other articles identified as unacceptable by the *KBN Connection* Editor.

Submission Requirements
- Articles should not exceed 1,000 words in length unless approved by the Editor or the Editorial Committee.
- Accompanying photographs should be high resolution and submitted in a JPEG format.
- Articles should be submitted (preferably in a Microsoft Word format) to the editor by email.

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