

# *Nephrology Nursing Journal* Manuscript Review Form

**Reviewer Name:**

**Manuscript:**

**Date Due:**

This review form is provided to guide reviewers in evaluating manuscripts. Your comments will only be seen by the NNJ editors and staff. They will be consolidated with those of other reviewers and the editor before being sent to the author.

- Please return this manuscript and review file by the specified due date to: Kaytlyn Mroz, NNJ Editorial Coordinator (Kaytlyn.Mroz@ajj.com).
- If, for any reason, you cannot review the manuscript and return it by the specified date, please notify Kaytlyn immediately (Kaytlyn.Mroz @ajj.com or 856-256-2346).

**To complete the review, do all of the following:**

- Read the manuscript.
- Fill out the review form below.
  - Mark ‘yes,’ ‘no,’ or ‘not applicable’ for each criteria.
- Make recommendations for improvement, ask for clarifications, etc. in the manuscript itself.
  - Use the ‘track changes’ feature in MS Word to indicate your recommendations, requests for clarification, etc. If unfamiliar with ‘track changes,’ you may use a bolded, capitalized font within the manuscript preferably in a color other than black.
  - **This is important - DO NOT use the ‘insert comment’ feature. All notes should be done inline.** Inserting comments slows down the editing process, so please do not do that.

If you have questions about how to do the review, contact Beth Ulrich at BethTUlrich@gmail.com

If you check a box that is yellow, please provide comments in the manuscript on how it should be changed.	Yes	No	NA
<b>ORIGINALITY/VALUE</b>			
Is this manuscript characterized by original thinking?			
To your knowledge, has any or all of this manuscript been published elsewhere? If yes, please indicate where.			
Is the topic timely and useful to the reader?			
<b>RELIABILITY/CONTENT</b>			
Is the content theoretically sound? If no, please indicate the areas of concern.			
Have there been major omissions in content? If yes, please indicate what has been omitted.			
Is the content consistent with practical experience? If not, is the inconsistency explained?			
Are the references appropriate, current, and accurate? If no, please indicate the references that are not and, if possible, the references that should be included.			

<b>If you check a box that is yellow, please provide comments in the manuscript on how it should be changed.</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
Did you find errors in facts, interpretations, calculations, tables, or figures? If yes, please identify these.			
Is the conclusion clear and based on the rest of the manuscript content? If no, please recommend improvements.			
Is the summary logical, complete, and clearly stated? If no, what needs to be improved?			
Are the implications for nephrology nursing practice adequately covered? If no, please indicate what is needed.			

**Fill out this section only if this is a research manuscript.**

<b>RESEARCH CRITERIA - Use only for research manuscripts</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
Are methods clearly and adequately explained? If no, what is missing?			
Is the sample adequately described? If no, what else should be included?			
Is the instrument adequately described including its validity and reliability? If no, what needs to be added?			
Is the issue of informed consent adequately covered? If not, what needs to be added?			
Is the data analysis clear? If no, what needs to be improved?			
Are the limitations complete and clearly stated? If no, what needs to be improved?			
Are the conclusions appropriate and well supported by data? If no, what needs to be improved?			

**REVIEWER'S RECOMMENDATIONS:**

Please select a recommendation option from those listed below. Recommendations should include **specific detailed recommendations inserted in the manuscript file** to substantiate your overall recommendation and to help us in making revision requests to the author(s).

	<b>Yes</b>
<b>1. Accept – only very minor revisions necessary.</b> Include your recommended revisions in the manuscript file using the MS Word track changes function.	
<b>2. Accept pending revision - some revision/corrections needed.</b> Include your recommended revisions in the manuscript file using the MS Word track changes function.	
<b>3. Major revision would be required prior to acceptance.</b> Include your recommended revisions in the manuscript file using the MS Word track changes function.	
<b>4. Reject.</b> In the comments section below or in the manuscript file, note the reason(s) why you recommend that the manuscript should be rejected.	

<b>CONFLICT OF INTEREST</b>	<b>Yes</b>	<b>No</b>
Do you, as reviewer, have an actual or potential conflict of interest in regards to the contents of this manuscript? If yes, please describe. (Conflict will not affect your input on manuscript.)		

**General Comments:** [Note – please include only general comments here – specific recommendations, requests for clarification, notes, etc. should be inserted into the manuscript using the track changes function in MSWord.]