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Aims and Scope

The Research in Community and Public Health Nursing (RCPHN) is the official journal of the Korean Academy of Community Health Nursing.

RCPHN is a peer-reviewed journal published quarterly by the Korean Academy of Community Health Nursing.

RCPHN coverage includes theoretical, practical, and educational issues related to community and public health nursing. Articles include original research articles, reviews, and editorials. This journal aims to provide worldwide access to timely research and practice features of use to community health nurses, educators, school health teachers, occupational nurses, and administrators in the field of community and public health nursing.

This journal is supported by a Korean Federation of Science and Technology Societies (KOFST) Grant funded by the Korean Government.

The RCPHN is indexed/tracked/covered by Scopus, KoreaMed, Synapse, KoMCI, CINAHL and Google Scholar.

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*This work was supported by the Korean Federation of Science and Technology Societies(KOFST) grant funded by the Korean government.

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RCPHN
Research in Community and Public Health Nursing

Instructions for authors

Aims and scope

1. The Research in Community and Public Health Nursing (RCPHN) is the official journal of the Korean Academy of Community Health Nursing. The RCPHN coverage includes theoretical, practical, and educational issues related to community and public health nursing. Articles include original research articles, reviews, and editorials. This journal aims to provide worldwide access to timely research and practice features of use to community and public health nurses, educators, school health teachers, occupational nurses, and administrators in the field of community and public health nursing.
2. The RCPHN is a peer-reviewed journal published quarterly at the end of the month (March, June, September, and December) by the Korean Academy of Community Health Nursing.
3. RCPHN is an open-access journal, and articles are made freely available online to read, download, and share, immediately upon publication. The RCPHN endorses the Equator Network (http://www.equator-network.org). This international initiative seeks to improve the reliability and value of research literature in health care by promoting transparent and accurate reporting of studies. Authors are asked to make use of appropriate reporting guidelines to ensure excellence in scientific reporting.

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1. Research ethics

1) The policies on the research and publication ethics of the journal follow the guidelines set by the Korean Association of Medical Journal Editors, the Committee on Publication Ethics (COPE, http://publicationethics.org/), the Ministry of Education, and the National Research Foundation of Korea with respect to the settlement of any misconduct.
2) All manuscripts should be prepared in strict application of the research and publication ethics guidelines recommended by the Council of Science Editors (CSE, http://www.councilscienceeditors.org/), the International Committee of Medical Journal Editors (ICMJE, http://www.icmje.org/), and the Korean Association of Medical Journal Editors (KAMJE, http://www.kamje.or.kr/).
3) The author(s) must be able to state that the research involving humans or animals has been approved by a responsible IRB and conducted in accordance with accepted national and international standards. RCPHN will follow the guidelines set by the Committee on Publication Ethics (COPE, http://publicationethics.org/) to settle any misconduct. All studies involving human subjects or human data must be reviewed and approved by a responsible research ethics board or institutional review board (IRB). Please refer to the principles embodied in the Declaration of Helsinki (https://www.wma.net/policies-post/wma-declaration-of-helsinki-ethical-principles-for-medical-research-involving-human-subjects/) for all investigations involving human subjects and materials. The editor of the journal may request the submission of copies of the informed consent received from human subjects in clinical studies or IRB approval documents. Animal experiments should also be reviewed by an appropriate committee (e.g., the Institutional Animal Care and Use Committee) for the care and use of animals. If the study was exempt from such approval, the basis of such exemption and the regulatory framework should be described.
4) Submission Declaration: When submitting a manuscript, authors should include a letter informing the Editor of any potential overlap with other already published material or material being evaluated for publication and should also state how the manuscript submitted to the RCPHN differs substantially from the previously published paper(s). If all or part of the participants were previously reported, this should be mentioned in the Methods section, along with a citation of the appropriate reference(s).
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1) The corresponding author of an article is asked to inform the Editor of any potential conflicts of interest that may have influenced the research or interpretation of data. A potential conflict of interest should be disclosed on the title page, even when the authors are confident that their respective judgments

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3) The Editor will decide whether the information provided about any conflict of interest should be included in the published paper. In particular, all funding sources for a study should be explicitly stated. The RCPHN asks referees to inform the Editor of any conflict of interest before reviewing a particular manuscript.

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1) The RCPHN follows the recommendations for authorship set out by the ICMJE, 2019 (http://www.icmje.org/icmje-recommendations.pdf) and the Good Publication Practice Guidelines for Medical Journals 3rd Edition (KAMJE, 2019, https://www.kamje.or.kr/board/view?b_name=bo_publication&bo_id=13&per_page=).

2) Any designated author should meet all four criteria for authorship, and anyone who meets the four criteria should be identified as an author. Authors should have confidence in the integrity of the contributions of their co-authors. All other contributors not listed as authors should be mentioned in the acknowledgments section.

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4. Redundant publication and plagiarism

1) Redundant publication (duplication) is defined as "reporting (publishing or attempting to publish) substantially the same work more than once, without attribution of the original source(s)." Characteristics of reports that are substantially similar include the following: (a) "At least one of the authors must be common to all reports (if there are no common authors, it is more likely plagiarism than redundant publication);" (b) "The subjects or study populations are the same or overlapped;" (c) "The methodology is typically identical or nearly so;" (d) "The results and their interpretation generally vary little, if at all."

2) Authors should not submit the same research to more than one journal and should not publish the manuscript in different languages. If authors wish to pursue a secondary publication of

the manuscript in another language, they should obtain approval from the editor-in-chief of both related journals. The editorial board will determine the nature and degree of duplicate publication or duplicate submission for the manuscript.

3) Plagiarism means the appropriation of another person's ideas, research processes, results, or text as one's own. This includes using previously published material of oneself or any other author without citing the reference. Authors are required to submit original manuscripts and confirm that they have cited or quoted others' ideas and texts appropriately and accurately.

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1) When reviewers or readers suspect publication malpractice, such as fabrication, falsification, salami slicing, plagiarism, or simultaneous/ duplicate publication, inappropriate changes in authorship, an undisclosed conflict of interest, ethical problems with a submitted manuscript, a reviewer who has appropriated an author's idea or data, and complaints against editors, the process of resolution will be initiated according to the flowchart provided by the Committee on Publication Ethics (COPE, http://publicationethics.org/resources/flowcharts).
2) The ethics committee will discuss and adjudicate cases of suspected publication malpractice, as well as complaints and appeals against editors.
3) If an author violates the aforementioned research and publication ethics, the editorial board will decide specific penalty, including the prohibition of making contributions for two years.

Manuscript submission

1. The first author and corresponding author should be a member, with the exception of non-Korean authors. The Society permits both members and nonmembers to submit manuscripts, but nonmembers shall only be allowed to submit in the following cases:
   1) When a nonmember is in joint research with a member of the Society,
   2) When a nonmember has received a recommendation from the director of this Society.
2. Only research papers, reviews, and editorials are considered for review and manuscripts that do not adhere to the submission regulations shall not be accepted.

3. All manuscripts shall be submitted online.

1) All manuscripts may be submitted at any time through the Korean Academy of Community Health Nursing website. Reviews shall be processed on a first-come-first-served basis.
2) For any questions regarding the use of the online submission system, please contact the publication director of the Society via e-mail (office@rcphn.org).

4. Types of Publication

1) Research Papers: The RCPHN publishes original research that matches the aims and scope of the journal. These include full papers reporting original research. These are reports of empirical findings from the highest quality basic and clinical research studies within the scope of focus of the RCPHN. The findings from studies utilizing diverse approaches are relevant. These include the following: qualitative methods; measurement, such as the development and evaluation of instrumentation; observational, quasi-experimental, and experimental studies; e-science, information-based studies; mixed-method designs. Research papers should adhere to recognized standards. Analysis by gender is recommended. Instrument development or validation papers are only considered if accompanied by a copy of the full instrument, included as a supplementary file at the submission stage, so it can be published as an appendix online if accepted.
2) Reviews: These include critical presentations of topics of interest and relevance to nursing theory, practice, and education. The body of a review article should be a comprehensive, scholarly, evidence-based review of the literature, accompanied by critical analysis, and leading to reasonable conclusions. The journal publishes systematic reviews (addressing focused research questions) and broader literature reviews (such as scoping reviews). We also publish discussion papers, which are scholarly articles of a debating or discursive nature. In all cases, there must be engagement with and critical analysis of a substantive body of research or other scholarship. Systematic reviews should adhere to recognized standards for reporting.
3) Editorials: These include comments by organizations or individuals on topics of current interest and are by invitation only. Authors with ideas for editorials that address issues of substantive concern to the discipline, particularly those of a controversial nature or linked directly to current/forthcoming content in the journal, should contact the editorial office.
4) Letters to the Editor: These include responses to previous articles and editorials. Designed to stimulate academic debate and discussion, the Editor invites readers to submit letters that refer to and comment on recent content in the journal, introduce

new comments and discussion of clear and direct relevance to the journal's aims and scope, or briefly report data or research findings that may not warrant a full paper.

Manuscript preparation

General guideline

1. The first author and co-author shall be addressed separately, and the affiliations and positions of the authors shall be indicated. The author addressed first becomes the first author, followed by the co-authors. The corresponding author shall be explicitly indicated. If the author is an elementary, junior, high school, or college student, it should be indicated that the author is a student and the school to which the author belongs. In the case of a minor who does not belong to a school, their last school, position, and school year shall be indicated.
2. Manuscripts shall be proofread by the author(s), and publication charges, special composing frames and supplementary documents shall also be prepared by the author (s) according to the regulations of the Society. The publication charges are 60,000 won (50 USD) per page.
3. Authors will be required to complete the Checklist during the submission process to assist them in ensuring that the basic requirements of manuscript submission are met, including details of the contribution of authors, funding sources, and any conflicts of interest. The Checklist is designed to be a self-assessment checklist to assist authors in preparing their manuscripts. A completed form must be submitted to show that have been included all the necessary parts in the submission have been included.

4. The procedures of manuscript submission are as follows.
   1) The title page and manuscript should be submitted in separate files.
   2) The authors' names can be omitted in the main text, and all pages shall be numbered.
   3) The manuscript shall be prepared in an A4 size page in word file, with a 1-inch margin on all sides. The font size shall be 12-point batang or 12-point Times New Roman. The line spacing shall be double-spaced or 200% for the title page, abstract, text, and references. The line spacing should be single-spaced or 100% for the tables, table titles and notes, and figure captions. The manuscript shall be within 20 pages, excluding the title page, abstract, references, and any supplemental digital contents.
   4) All manuscripts shall be written in Korean or English with correct spelling. The abstract, acknowledgments and references should be written in English. The abstract shall not exceed 250 words.
   5) English abbreviations should be placed in parenthesis after writing the full name, e.g., magnetic resonance imaging (MRI).
   6) Standard abbreviations and units must be used in accordance with the Citing Medicine: The NLM (National Library of Medicine) Style Guide for Authors Editors, and Publishers 2nd ed (2007).
   7) Even when submitted through the online submission system, only the manuscripts that fit the guidelines regarding the number of pages, order of contents, and organization shall be accepted.

Composition of manuscripts

1. The composition of manuscripts shall be in the following order: title page, title, abstract and keywords, main text (introduction, methods, results, discussion, and conclusion), references, tables, figures, appendix, and finally, a literature review if necessary. The composition may be different for special papers. The order of each section shall be I - 1 - 1) – or (1). In the main text (including references, figures, tables, and acknowledgments), the author's name or identification, such as the name of the institution or IRB, should not be written for anonymous peer review.

2. Title page
   On the title page include 1) title and running title, 2) type of manuscript, 3) authors' names and affiliations (department, location, and ORCID (visit https://orcid.org)), 4) corresponding author's name and complete address, including e-mail, phone number, ORCID, and fax number, 5) keywords (English and Korean), 6) contributor roles of each author, 7) any acknowledgments, credits, or disclaimers, including funding sources and conflicts of interest, Institutional Review Board statement, data-sharing statements, and registration of study.

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If the author does not have any conflicts of interest, the following statement should be included: "No conflict of interest has been declared by the author(s)."

3) Funding statement

RCPHN requires authors to specify any funding sources (institutional, private, and corporate financial support) for the work reported in their paper. This information, in the form of the name of the funding organization(s) and the grant number or should be included at the end of the article under the heading 'Funding' and provided at the time of submitting the paper. If there was no funding, the following wording should be used: "This research received no specific grant from any funding agency in the public, commercial, or not-for-profit sectors." Any materials suppliers should be named, and their location (town, state/county, country) included if appropriate. This information will be included in the published article.

3. Title

The title should be concise. In the case of a paper written in Korean, the exact meaning of the English and Korean titles must correspond.

4. Abstract and keywords

1) An abstract of up to 250 words should be typed double-spaced on a separate page. The purpose, methods, results, and conclusion shall be provided sequentially in subheadings without any partitions between paragraphs. When using abbreviations, explanations for those abbreviations must be given.
2) Below the abstract, three to five keywords shall be given in English. Keywords shall not exceed five words, and they must be words registered in the MeSH (https://meshb.nlm.nih.gov/). Up to five Keywords shall be placed at the top of the first page in Korean, and the meaning of them shall match the meaning of the English keywords.

5. Main text

1) Introduction: The introduction section shall be clear and precise and provide only the necessary background information related to the purpose of the study.
2) Methods: Describes the study design, setting, samples, measurements/ instruments, data collection/procedure, ethical considerations, and data analysis used. The instrument can be omitted if it is qualitative research. In the section on ethical considerations, the author should describe that this study protocol was approved by the institutional review board (IRB No. ##-##-###).

   [Description of subjects] Ensure the correct use of the terms sex (when reporting biologic factors) and gender (identity, psychological, or sociocultural factors), and unless inappropriate, report the sex or gender of the subjects, the sex of the animals or cells, and describe the methods used to determine sex or gender. The researcher should include gender or sex of the subjects, if possible. If the study was done involving an exclusive population, e.g., only one sex or gender, the authors should justify why, except in obvious cases. The authors should define how they determined race or ethnicity and justify their relevance.
3) Results: The findings of the study shall be described succinctly and logically.
4) Discussion: The study results shall be interpreted and compared with the findings of other related studies. The research results shall not be described repeatedly.
5) Conclusion: The results or methods of the study shall not be repeated. The interpretations or limitations found in the study must be described, and the purpose of the study shall be related to the results. Authors may propose future directions for research, education, or practice.
6) Conflict of Interests: Authors must disclose any financial or personal relationships with other individuals or organizations that could influence their work.
7) Funding: Authors must specify any funding sources (institu-

tional, private, and corporate financial support) for the work reported in their paper.

8) Author contribution: The RCPHN requires that all authors take public responsibility for the content of the work submitted for review. All authors reviewed the results and approved the final version of the manuscript.

9) Acknowledgments: Persons who have made contributions to the study, but who are not eligible for authorship can be named in this section. Their contribution must be specified, such as data collection, financial support, statistical analysis, or experimentation. The corresponding author must inform the named contributor of the acknowledgment, and acquire consent before manuscript submission.

10) Data availability: A data availability statement tells the reader where the research data associated with a paper is available, and under what conditions the data can be accessed. They also include links (where applicable) to the data set.

Tables and figures

1. Tables and Figures shall be expressed in English. The contents of the tables and figures shall not overlap.
2. The contents of the tables, figures, and pictures shall be easily understood and stand alone.
3. Table guidelines
   1) All lines shall be single-lined and vertical lines shall not be used.
   2) The title of the table shall be placed on top of the table, and the first letters of the important words shall be capitalized (e.g., Table 1. Overall Responses to Question Types).
   3) Separate tables shall be numbered in the order of their first appearance.
   4) Footnotes can be used to convey additional information. Nonstandard abbreviations used in the tables must be explained in the footnotes (e.g., HR = heart rate; T = temperature).
   5) Footnotes in tables should use symbols in the following sequence: $^{\dagger, \ddagger, \S, \|, \P, \#, \dagger\dagger, \ddagger\ddagger}$ The explanations for these superior characters shall be placed on the bottom left of the tables (e.g. †Survival case; ‡Dead case).
   6) 0 shall be placed in front of the decimal point if the number is close to 1 and left blank if the number is not close to 1 (e.g., $t = 0.26$, $F = 0.92$, $r = .14$, $R^2 = .61$).
   7) When reporting p-values, which refer to the significance probability, footnotes shall not be used, but the actual p-values shall be provided. If the p-value is .000, it shall be indicated as $p < .001$, and if the p-value is 1.000, it shall be indicated as $p > .999$.
   8) When reporting decimal numbers, the significance level shall be rounded to three decimal places. Standard deviations, other averages and means shall be rounded to two decimal places, and percentages rounded to one decimal place (e.g., $p = .002$, 23.98 ± 3.47, 45.7%).
   9) When p-values have to be reported using footnotes, *, ** shall be used (e.g., $^{*}p < .05$, $^{**}p < .01$).

4. Figure guidelines
   1) The title of the figure shall be placed below the figure with the first letter capitalized. Separate figures shall be numbered in the order of their first appearance.
   2) When there are two or more figures for the same number, alphabets shall be placed after the Arabic number. (e.g., Figure 1-A and Figure 1-B).

5. Tables and figures shall be in sharp, black lines and adjusted to fit within the A4 size page (width 150 mm × height 200 mm) with the explanations written separately.

6. The resolution of the figures shall be more than 3 million pixels.

In-text citation

Citations of references within the text should follow Citing Medicine: The NLM (National Library of Medicine) Style Guide for Authors Editors, and Publishers 2nd edition (2007) (https://www.ncbi.nlm.nih.gov/sites/books/NBK7256/)

Use [1], [2,3], or [4-6] in the text, and they should be listed in the Reference section in numerical order of their citation.

References

1. All references cited in the text must appear in the Reference section, and all items in this section shall be cited in the text. References cited in the manuscripts such as meta-analyses and systematic reviews are presented in the appendix. Authors are responsible for the accuracy and completeness of their references and correct text citations.
2. State Journal's full name (e.g., Research in Community and Public Health Nursing). The sequence is authors, the title of the paper, journals name, year published, and volume, followed

by page numbers and the Digital Object Identifier (if it is available). For citation from other sources, refer to The NLM Style Guide for Authors, Editors, and Publishers 2nd ed. (2007) (https://www.ncbi.nlm.nih.gov/books/NBK7256/).

3. If the number exceeds six, list only the first six authors followed by et al. shall be given.

Journal article:

1. Cho OH, Yoo YS, Kim NC. Efficacy of comprehensive group rehabilitation for women with early breast cancer in South Korea. Nursing & Health Sciences. 2006; 8(3): 140-146. https://doi.org/10.1111/j.1442-2018.2006.00271.x
2. Bang KS, Kang JH, Jun MH, Kim HS, Son HM, Yu SJ, et al. Professional values in Korean undergraduate nursing students. Nurse Education Today. 2011;31(1):72-75. https://doi.org/10.1016/j.nedt.2010.03.019

Forthcoming journal articles (articles published electronically ahead of the print version):

3. Scerri J, Cassar R. Qualitative study on the placement of Huntington disease patients in a psychiatric hospital: Perceptions of Maltese nurses. Nursing & Health Sciences. 2013. Forthcoming.

Periodicals or magazines:

4. Rutan C. Creating healthy habits in children. Parish Nurse Newsletter. 2012 May 15:5-6.

Newspaper articles:

5. Cho C. Stem cell windpipe gives Korean toddlers new life. The Korea Herald. 2013 May 2; Sect. 01.
6. Lyderson K. Risk of disease rises with water temperatures. Washington Post [Internet]. 2008 Oct 20 [cited 2008 Dec 19]:A08. Available from: http://www.washingtonpost.com/wp-dyn/content/article/2008/10/19/AR2008101901533.html Article includes a correction.

Books:

7. Peate I. The student's guide to becoming a nurse. 2nd ed. Chichester WS: John Wiley & Sons; 2012. 660 p.

Parts of books (chapter):

8. Reed JG, Baxter PM. Library use: handbook for psychology. 3rd ed. Washington: American Psychological Association; c2003. Chapter 2, Selecting and defining the topic; p. 11-25.

Entire book on the Internet

9. Peterson K. Guide to life science careers [Internet]. Cambridge: NPG Education; c2014 [cited 2020 Jul 2]. Available from: https://www.nature.com/scitable/ebooks/guide-to-life-science-careers-14053951/.

Scientific and technical reports:

10. Perio MA, Brueck SE, Mueller CA. Evaluation of 2009 pandemic influenza A (H1N1) virus exposure among internal medicine house staff and fellows. Health Hazard Evaluation Report. Salt Lake City, Utah: University of Utah School of Medicine, 2010 October. Report No.: HETA 2009-0206-3117.

Dissertations and theses (This journal does not recommend citing dissertations or theses. If necessary, less than three should be cited.)

- Doctoral dissertation:

11. Jin HY. A study on the analysis of risk factors and characteristics for nosocomial infection in intensive care unit [dissertation]. [Seoul]: Yonsei University; 2005. 108 p.

- Master's thesis:

12. Kim JS. A study on fatigue, stress and burnout of pregnancy nurses [master's thesis]. [Gwangju]: Chonnam National University; 2012. 50 p.

Papers and poster sessions presented at meetings

- For a paper:

13. Bryar R. The 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 Aug 25-27; National University of Ireland Galway (NUIG). Galway.

- For a poster session:

14. Bigbee J. Promoting the health of the population: Public health nursing leading the way. Poster session presented at: The public health nursing contribution to primary health care 3rd International public health nursing conference; 2013 Aug 25-27; National University of Ireland Galway (NUIG). Galway.

Conference publications

15. Dostrovsky JO, Carr DB, Koltzenburg M, editors. Proceedings of the 10th World Congress on Pain; 2002 Aug 17-22; San Diego, CA. Seattle: IASP Press; c2003.

Citing material on the Internet

- Standard citation to an open serial database on the Internet:

16. TrialSearch [Internet]. New York: AIDS Community Research Initiative of America. c2003 - [cited 2007 Feb 1]. Available from: http://www.acria.org/.

- Standard citation to a retrieval system on the Internet:

17. WHOSIS: WHO Statistical Information System [Internet]. Geneva: World Health Organization. c2007 - [cited 2007 Feb 1]. Available from: http://www.who.int/whosis/en/.

- Standard citation to a homepage:

18. 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.

- Homepage with no authors or editors:

19. StatePublicHealth.org [Internet]. Washington: ASTHO; [cited 2007 Feb 23]. Available from: http://statepublichealth.org/.

Appendix

1. Authors should submit an appendix to show the developed final measurements in the instrument development study and a list of articles reviewed in the systematic review or meta-analysis research.
   1) Supplementary material: Supplementary material can support and enhance your scientific research. Supplementary files offer the author additional possibilities to publish supporting applications, high-resolution images, background datasets, sound clips, and more. Please note that such items are published online exactly as they are submitted; there is no typesetting involved (supplementary data supplied as an Excel file or as a PowerPoint slide will appear as such online).
   2) Please submit the material together with the article and supply a concise and descriptive caption for each file. If you wish to make any changes to the supplementary data during any stage of the process, please provide an updated file, and do not annotate any corrections on a previous version.
   3) Please also make sure to switch off the "Track Changes" option in any Microsoft Office files, as these will appear in the published supplementary file(s).

Data sharing and transparency

1. This journal encourages and enables you to share data that supports your research publication, where appropriate, and enables you to interlink the data with your published articles. Research data refers to the results of observations or experimentation that validate the research findings. To facilitate reproducibility and data reuse, this journal also encourages you to share your software, code, models, algorithms, protocols, methods, and other useful materials related to the project.
2. Data generated through the participation of subjects and the public should be put to maximum use by the research community and, whenever possible, translated to deliver patient benefit. Data sharing benefits numerous research-related activities: reproducing analyses; testing secondary hypotheses; developing and evaluating novel statistical methods; teaching; aiding design of future trials; meta-analyses; helping to prevent error, fraud, and selective reporting.
3. To promote more transparent and reproducible research, we ask authors to submit a Data Availability Statement in the manuscript to help authors understand how they can access the data, code and other resources that support the research findings.
4. The following are examples of data-sharing statements:
   Example 1. Data can be obtained from the corresponding author.
   Example 2. Data can be obtained from the supplementary material link.
   Example 3. (In the case of health care big data) Data can be obtained from (the name of the)__repository source.

Registration of a Clinical Trial

1. A clinical trial is defined as "any research project that prospectively assigns human subjects to intervention and comparison groups to study the cause-and-effect relationship between a medical intervention and a health outcome." We encourage the prospective registration of studies. Where a study has been registered, please give the number on your title page and include the registration number within the body of the paper as appropriate.
2. The journal accepts the registration in any of the primary registries that participate in the World Health Organization International Clinical Trials Portal (http://www.who.int/ictrp/en/), the National Institutes of Health ClinicalTrials.gov (https://clinicaltrials.gov/), the International Standard Randomized Controlled Trial Number Registry (https://www.isrctn.com/), or the Clinical Research Information Service, Korea Disease

Control and Prevention Agency (KDCA) (https://cris.nih.go.kr/cris/info/introduce.do).

3. This journal follows the data sharing policy described in "Data Sharing Statements for Clinical Trials: A Requirement of the International Committee of Medical Journal Editors" (https://doi.org/10.3346/jkms.2017.32.7.1051). As of July 1, 2018, manuscripts submitted to ICMJE journals that report the results of interventional clinical trials must contain a data-sharing statement. Clinical trials that began enrolling participants on or after January 1, 2019, must include a data-sharing plan when registering the trial. The ICMJE's policy regarding trial registration is explained at http://www.icmje.org/recommendations/browse/publishing-and-editorial-issues/clinical-trial-registration.html.
4. The journal follows the data-sharing policy described in "Data-sharing Statements for Clinical Trials: A Requirement of the International Committee of Medical Journal Editors (ICMJE)" (https://doi.org/10.3346/jkms.2017.32.7.1051) (http://icmje.org/icmje-recommendations.pdf).
5. If the data-sharing plan changes after registration, this should be reflected in the statement submitted and published with the manuscript and updated in the registry record. Based on the degree of the sharing plan, authors should deposit their data after de-identification and report the digital object identifier, or DOI, of the data and the registered site.

Reporting Guidance for Specific Study designs

For the specific study design, such as randomized control studies, studies of diagnostic accuracy, meta-analyses, observational studies, and non-randomized studies, it is recommended that the authors follow the reporting guidelines (https://www.equator-network.org/).

Editorial and peer-review process

1. Submitted manuscript

1) All contributions (including solicited articles) are critically reviewed by the Editorial Board members and reviewers. The decision to publish a paper is based on an editorial assessment and peer review.
2) Prereview: Initially, all papers are assessed by an editorial committee consisting of members of the editorial team. The primary purpose is to decide whether to send a paper for peer review and to give a rapid decision on those that are not put forward.
3) Review: Manuscripts going forward to the review process are reviewed by two or more reviewers and the editor. The Editorial Board reserves the right to refuse any material for publication. The Editor-in-Chief reserves the right to the final decision regarding acceptance. RCPHN uses a double-blinded review. The names of the reviewers will thus not be disclosed to the author submitting a paper, and the name(s) of the author(s) will not be disclosed to the reviewers.
4) The average time from manuscript submission to the author's receipt of the editor's decision about publication is approximately three months. Many excellent manuscripts are accepted, some pending minor revisions. Many other excellent manuscripts may receive a "revise and resubmit" decision.

2. Revised manuscript

1) When you prepare a revised version of your manuscript, you should carefully follow the instructions given in the Editor's letter. Authors are encouraged to follow the suggestions made by the reviewers to make changes and then resubmit with a detailed letter to the editor outlining the changes made following the reviewers' suggestions. Revised submission must also include a point-by-point response to reviewer comments and a traced-changed version of the revised manuscript.
2) Revised manuscripts must be uploaded within two weeks of authors being notified of conditional acceptance pending satisfactory revision.
3) Authors who are responsive to the reviewers' suggestions are well placed to have their manuscripts accepted for publication.
4) The revised manuscript should have changes highlighted (either by using the "Track Changes" function in MS Word or by highlighting or underlining the text) with notes in the text referring to the editor or reviewer query.

After acceptance of a manuscript

1. Paper proof

1) RCPHN provides the corresponding author with paper proofs for their correction. The corresponding author will receive electronic page proofs to check the copyedited and typeset article before publication. Corrections should be kept to a minimum.
2) The Editor retains the prerogative to question minor stylistic alterations and major alterations that might affect the scientific content of the paper. Any fault found after the publication is the authors' responsibility.

3) We urge our authors to proofread their accepted manuscripts carefully. The corresponding author may be contacted by the Editorial Office, depending on the nature of the correction in the proof.

2. Publication fee

1) Authors are asked to pay a fee to allow perpetual, unrestricted online access to their published articles for readers globally, immediately upon publication to cover some part of the costs associated with publication, depending on the number of pages of the published article.
2) The publication charges are 60,000 won (50 US dollars) per printed page.

3. Errata and Corrigenda

1) An erratum will be used if a significant error has been introduced by us during the production of the journal article, including errors of omission such as failure to make factual proof corrections requested by authors within the deadline provided by the journal and within journal policy. A 'significant error' is one that affects the scholarly record, the scientific integrity of the article, the reputation of the authors, or of the journal.
2) A corrigendum is a notification of an important error made by the author(s) that affects the publication record or the scientific integrity of the paper, or the reputation of the authors or the journal.
3) We will publish a correction of your article if a significant or important error is discovered after publication.

Additional clauses

These regulations are effective from March 24, 2023.

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Author's Check List

Please check below items before submission of the manuscript.

Publication Ethics

☐ This manuscript is not duplicated, and it follows the ethical guidelines of the Research in Community and Public Health Nursing.
☐ Deliberation of the Institutional Ethics Committee (excludes review and editorial)

Title page

☐ Use the title page template.

Manuscript preparation

☐ Delete the personal information of the author from the file name or the contents of the manuscript.
☐ A4 MS word with 1- inch margin on all sides.
☐ The font shall be in size 12-point batang or 12 point Times New Romans font. The line spacing shall be double-spaced or 200%.
☐ Put page numbers at the bottom.

Abstract

☐ 250 words or less
☐ Use the sub-titles of Purpose, Methods, Results, and Conclusion.
☐ English keywords: Use 3 to 5 words registered in MeSH in principle.

Main text

☐ Title, English abstract, keywords, main text (introduction, methods, results, discussion, conclusion), reference, tables, and figures in order
☐ The total volume of the manuscript: 20 pages or fewer (excluding title, abstract, reference, appendix)

Reference

☐ Follow the instructions for authors (NLM style): including the DOI and the full name of the journal.

Tables and figures

☐ Follow the instructions for authors.
☐ They must be written in English.
☐ The numbers shall be the same as those in the body without typographical errors.

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Statement of Copyright & Conflict of Interest

1. Transfer of copyright

If this manuscript is published in the Research in Community and Public Health Nursing, its copyright is transferred to the Korean Academy of Community Health Nursing, and the Korean Academy of Community Health Nursing will have the copyright for the concerned manuscript as well as the right to transmit the digital data. The author possesses all the rights except for the copyright, including the right to use all or a part of this manuscript for application for a patent or writing a future thesis. The author may use the material of this manuscript in another manuscript after obtaining written approval. All the authors of this manuscript made practical and intelligent contributions to this manuscript and share public responsibility for the contents of this manuscript. In addition, this manuscript has not been published by or submitted to another academic journal and is not being considered by any other academic journal.

2. Clear statement of interests

The author(s) of this manuscript clearly stated all the interests related to this manuscript, including financial interests (benefit of research funding, employment, possession of stocks, speaker's fees or consultancy fees, material support, etc.) and personal interests (concurrent position, conflict of interest, conflict in intellectual property rights, etc.).

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(USE A CONTINUATION SHEET IF NECESSARY FOR ADDITIONAL SIGNATURE.)

RCPHN
Research in Community and Public Health Nursing

Instructions for editors

Article 1

The purpose of these guidelines is to regulate the operation of the Editorial Board (hereinafter referred to as 'the Board') organized according to Article 7 (Committee) of the Bylaws of the Korean Academy of Community Health Nursing.

Article 2

The Board has 7 to 15 members, including the Editor-in-Chief and the Executive Editor, and Associate Executive Editor.

The Editor-in-Chief organizes the Board by recommending the members and obtaining the approval of the Executive Board.

Article 3

1. (Qualifications) The Editor-in-Chief is recommended by the Directors of the Academy in the current and next terms according to the member selection criteria.
2. (Criteria for member selection) One who is experienced in publishing in journals (candidates) registered in the Korea Research Foundation; one who is experienced in publishing in international academic journals; one who is experienced in editing and reviewing for a journal registered in the Korea Research Foundation; and one who has never been subjected to disciplinary punishment related to research and publication ethics.
3. (Procedure) The Director of the Academy or the Editor-in-Chief recommends those satisfying the member selection criteria among the professors at nursing colleges (departments) throughout the country. The Editor-in-Chief then reviews and selects the member candidates of the Board. The Board of Directors approves the candidates, and the Director of the Academy appoints them as the Board members.
4. (Term) The term of the Editor-in-Chief and the members of the Board is two years, and they may be reappointed.

Article 4

The Board deliberates on and decides the following matters for publishing the Research in Community and Public Health Nursing and related academic materials and reporting the results to the Executive Board.

1. Publishing the journal
   (1) Matters on editing
   (2) Review of received manuscripts and decision on whether to publish
   (3) Decision on the article processing charge
2. Issuing academic materials
   (1) Matters on editing and publishing
3. Managing the quality of the Research in Community and Public Health Nursing
   (1) Preparation for the evaluation of journal registered in the Korea Research Foundation
   (2) Preparation for evaluation by KoreaMed
   (3) Maintenance and management of CINAHL registration
   (4) Maintenance and management of SCOPUS registration
4. Regulations related to publishing
5. Matters referred to by the Board of Directors

Article 5

The Board selects and manages the reviewers.

1. (Qualifications) The reviewers are selected according to the following criteria.

A reviewer should be experienced in reviewing for a journal (candidate) registered in the Korea Research Foundation, have a doctoral degree, is a university professor or in an equivalent position, and is familiar with recent advances in each research area.

2. (Number) The number of reviewers shall be around 150, including English proofreaders.
3. (Procedure) The members of the Board recommend candidates among professors at nursing colleges (departments) throughout the country who satisfy the reviewer qualifications, and the Editorial Board reviews and selects among them. The Board of Directors approves them, and the Director of the Academy appoints them as reviewers.
4. (Term) The term of a reviewer is two years, and they may be reappointed.
5. (Special reviewer) If external reviewers are required for a special review of a dissertation, the Editor-in-Chief may appoint special reviewers and entrust them with the review of the dissertation.
6. The review of the manuscript follows separate regulations on review.

Additional Clauses

These guidelines were effective from March 24, 2023.

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Research in Community and Public Health Nursing

Criteria for Review

Title: _____

Rate this manuscript on the following criteria using the scale of 1 (lowest) to 5 (highest), then enter your comments in the text boxes below.

Items \ Score	1	2	3	4	5	N/A
Originality of the contribution						
Well written: organized, correct grammar and punctuation						
Significance to population health, nursing practice, and nursing science						
Research Question(s) and Purpose of Study: clearly explicated?						
Methodology: appropriate research design used and described in depth; setting(s) and selection criteria of the participants adequately described; valid and reliable instruments used; ethical issues considered; IRB approval acknowledged						
Findings: comprehensive and clearly described; linked with research questions; tables used appropriately and constructively						
Discussion/Conclusions: based on the data presented; linked with the current literature						
Reference: Does the research mostly use recently published references?						

Date : _____ Reviewer : _____

RCPHN
Research in Community and Public Health Nursing

Instructions for reviewers

We believe that peer review is the foundation for safeguarding the quality and integrity of scientific and scholarly research. This is a guideline for reviewers who voluntarily participate in the peer review process of Research in Community and Public Health Nursing (RCPHN). All of the journal's contents including commissioned manuscripts are subject to peer-review.

1. According to the Bylaws of the Korean Academy of Community Health Nursing and the Regulations on the Editorial Board of KACHN, these guidelines are provided for the review of manuscript submitted to RCPHN.
2. Manuscripts are reviewed and accepted according to these guidelines
3. Manuscripts to be reviewed should be research papers related to community nursing, and dissertations for a master's or doctoral degree goes through the same review procedure. However, the reviewing process may be different in the case of special papers that are contributed to the development of community and public health nursing.
4. Manuscripts not complying with the qualifications and regulations related to the contribution will be rejected.
5. Role of the reviewers: The peer-reviewer's role is to advise editors on individual manuscript to revise, accept, or reject. Judgments should be objective, and comments should be described lucidly. Scientific soundness is the most important value of the journal. Therefore, logic and statistical analysis should be considered meticulously. The use of reporting guidelines is recommended for review. Reviewers should have no conflicts of interest. Reviewers should point out relevant published work that is not yet cited. Reviewed articles are managed confidentially. The editorial board is responsible for the final decision to accept or reject a manuscript based on the reviewers' comments..
6. How to become a reviewer: Reviewers are usually invited by the editorial board or recommended by authors. Anyone who wishes to work voluntarily as a reviewer can contact the editorial office.
7. Two or more reviewers are assigned to each manuscript and the reviewers are appointed by the Editorial Board.
8. Accepting an invitation to review: The Editors will invite you to review because they believe that you are an expert in a certain area. They would have judged this from your previous publication record or conference/posters sessions. Before you accept an invitation to review a paper, you should consider The following:
   · Are you qualified?
   You should decline to review the manuscript if it is too far outside your area.
   · Do you have time?
   If review comments cannot be submitted within the three weeks review period, please decline to review the manuscript or ask for an extension.
   · Are there any potential conflicts of interest?
   In case of any conflicts of interest, the reviewer should decline to review. The conflicts of interest should be disclosed if the reviewer still wishes to review.
9. Double Blind Peer Review: RCPHN adopts double blind review which means that the reviewer cannot identify author information and authors cannot identify reviewers, too.
10. Manuscript are reviewed according to the 'criteria for review'. The reviewer writes their review comments
    1) Criteria for review: Review table with 8 items (Originality, Well written, Significance, Research Question(s) and Purpose of Study, Methodology, Findings, Discussion/Conclusions, and References) using the scale of 1 (lowest) to 5 (highest) (if it is not applicable, check N/A) is provided for the reviewer's convenience.
    2) Comment to authors: Summarize the whole content of the manuscript in one sentence. Mention the strengths of the manuscript, and any problems that make you believe it should not be published, or that would need to be corrected to make it publishable.
    3) Comment to editor: Both the strength and weaknesses of the manuscript should be added. The reviewer's recommendation on acceptance may be added here, including any other opinions to the editor.
11. Ethical Guidelines for Reviewers
    1) Any information acquired during the review process is confidential.
    2) Please inform the editor of any conflicts of interest, such as
       • Reviewer is a competitor.
       • Reviewer may have some antipathy with the author(s).
       • Reviewer may profit financially from the work.
       In case of any of the above conflicts of interest, the reviewer should decline to review. The conflicts of interest

should be disclosed if the reviewer still wishes to review. A history of collaboration with the authors or any intimate relationship with the authors does not preclude the review.

3) Reviewer should not use any material or data originating from the manuscript in review; however, it is possible to use the open data of the manuscript after publication.

12. The review procedures are as follows:
    1) The Editor-in-Chief chooses two or more reviewers and one editor online based on their research specialty.
    2) The reviewers examine the manuscript online and input the evaluation results, what to revise, and what needs to be supplemented in three weeks.
    3) The reviewers should keep confidential the fact that they have reviewed the manuscript.
    4) The results of the review by the two or more reviewers are deliberated by the editorial board, and the editorial Board makes the final decision.
13. Based on the review, the reviewers make general opinions and detailed reports, and decide one of the following: 'Accept,' 'Minor Revision,' 'Major Revision,' and 'Reject.'
14. Based on the two or more reviewers' review results, the Editorial Board decides whether to accept the manuscript.
    1) Accept: Accept without revision.
    2) Minor Revision: The authors should revise as commented by the reviewers, and the reviewers confirm the revisions.
    3) Major Revision: The authors should revise as commented by the reviewers, and the reviewers review the manuscript and decide whether to accept it.
    4) Reject: Only if the contents of the manuscript fall into any of the cases listed below:
        ① The research theme is not original or lacks the significance of nursing.
        ② The contents are plagiarized from previous studies.
        ③ The reliability or validity of the research results is questioned.
        ④ In the evaluation criteria, more than 30% of the items were graded 'Lowest.'
        ⑤ It is considered impossible to revise.
15. The contents of the review shall not be disclosed to anybody other than the author.
16. The editorial board finally decides whether to publish the manuscript by combining the review results of the two or more reviewers and the review results of the editors.
17. If the authors fail to submit a revised manuscript within two weeks from the date of revision request by the Board, it is regarded as being withdrawn (If the author requests an extension, the due date may be extended for another month).

Additional Clauses

These regulations are effective from March 24, 2023.