

California Pharmacist Journal

Guidelines For Writers

Types of Articles Accepted

CLINICAL ARTICLES - Manuscripts should be delivered digitally in an electronic format via email in a Microsoft Word format to the managing editor of *California Pharmacist* or a designated “ombudsman.”. The manuscript should include a title page; identification of all authors involved (see above regarding author credits), a one-paragraph abstract, article text, and any necessary references, appendices, tables and figures. **All images and graphics contained in the article should be made available separately in a jpeg, EPS, or Photoshop file format for high-resolution printing.** All other tables and graphics will be treated graphically to blend in with the color scheme of the article layout. Please contact the editor with any specific questions.

COMMENTARY—This type of article should be concise and focus in depth on one specific pharmacy issue. The editor also welcomes news releases, which will appear “as space allows.” Preference will be given to news items related to CPhA members or issues specific to the practice of pharmacy in California. Word count is limited to 700 words.

FEATURE ARTICLES – These articles focus on the “human interest” side of pharmacy. Editors are looking for inspirational stories about CPhA members, stories about successful patient outcomes and more. Word count is limited to 1,250.

Note: When referring to medications used for treatment, please use generic names of drugs throughout the manuscript, unless the specific trade name of a drug is directly relevant to the discussion.

Exclusivity and Copyright

All articles submitted to *California Pharmacist* should be original and unpublished, and cannot be submitted for simultaneous publication. If accepted for publication, the author will transfer exclusive periodical publication rights for a period of 60 days from the first publication of the article, as well as nonexclusive reprint rights without fee, promotional and publicity rights and the right to edit revise and condense the article in concert with CPhA editorial standards. In the case of substantial revisions, the revised article will be made available to the author before publication. Reprints always will include a credit to the author.

Author Credits

All authors are requested to submit a brief biographical statement which provides information about the author's background, including their highest academic degrees received, their clinical expertise and their accreditations. In addition, authors are encouraged to share affiliations and acknowledgements. All author statements should include a disclosure statement related to bias. *See examples below:*

Joe Smith, PharmD, FASHP, is a Professor of Clinical Pharmacy at and the Vice Chair for the Department of Clinical Pharmacy at XYZ School of Pharmacy. Dr. Smith has been a leading researcher in the field of (insert specialty here) since 2000 when he joined the National (insert organization here). Dr. Smith has no bias to report.

Sally Smith is a 2012 PharmD Candidate at the XYZ School of Pharmacy and a student representative on the on the CPhA Board of Trustees. Ms. Smith has no bias to report.

Article Length and Reference Formats

The length for a feature article depends upon the scope of the subject matter, but generally falls between 1,500 and 2,500 words. **The format of *California Pharmacist* follows a word count standard of 750 words per page.** Clinical articles should be held to a 4-page maximum, while; commentary, 1-page, and features, 2-pages.

Number references according to the order in which they appear in the text using **superscript** numerals. Do not use “ibid” references, but refer to the original reference number. **Below is the format for listing references at the end of the article.**

Journal articles: 1. Tootelian D. “Negotiating a Pharmacy Lease.” *California Pharmacist* 1988; 19:24-32.

Details include:

1. Author(s), followed by a period.
2. title of article **in quotes**, followed by a period.
3. title of publication **in italics** followed by the year published and a semicolon;
4. volume and page numbers followed by a period.

Books: 2. Anderson K, Clausen M and Wilder J. *Handbook of Clinical Data*, 4th ed. Sacramento, CA: Drug Intelligence Publications, 1988; 331-6.

Details include:

1. Author(s), followed by a period.
2. title of book **in italics**, followed by a comma.
3. List the edition of the book, followed by a period.
4. List where the book was published, followed by a colon
5. List the name of the publisher, followed by a comma
6. List the year the book was published and the page numbers, followed by a period.
- 7.

Websites: 3. <http://www.fda.gov/AboutFDA/CentersOffices/CDER/ucm170926.htm>. Accessed July 1, 2009.

Details include:

1. Website url address followed by a period
2. List the date the website was accessed, followed by a period.

Frequently Asked Questions

What is *California Pharmacist's* purpose?

Published quarterly by the California Pharmacists Association, (CPhA), *California Pharmacist* features clinical and professional articles designed for working pharmacy professionals in all practice settings.

Who reads *California Pharmacist*?

California Pharmacist is delivered via the U.S. mail to approximately 4,000 members as well as by email to both our members and our extensive pharmacy contacts numbering in the range of 15,000 subscribers. In addition, *California Pharmacist* is hosted in a digital format on the CPhA website, which utilizes a user-friendly "flip-book" format which is receiving rave reviews. Readership includes both professional pharmacists from a variety of work settings including hospital, independent, chain, educational, manufacturing and government—as well as pharmacy professionals, students and non-pharmacists.

Who writes what for *California Pharmacist*?

In-depth features and newsworthy articles are written by a variety of authors who write about pharmacy from a point of clinical expertise, having a thorough knowledge of the field. Usually such authors are either practicing pharmacists, university professors, or other healthcare professionals. Other short news articles are contributed by student pharmacists studying pharmacy business models and evidenced-based medicine reviews. In addition, CPhA also encourages contributions from Association members who can offer important insight on issues related to California pharmacy practices.

What happens after an article is submitted?

All authors should receive a receipt of manuscript within two weeks of submission, and a final decision regarding publishing is usually made within two months.

Publishing decisions are made jointly by the CPhA Editorial Committee, a group of CPhA members who meeting monthly to develop content and solicit expert peer-review for the clinical articles contained in the journal. Once accepted, your work will be critiqued and edited. You may or may not be asked to rewrite or expand on your article to fit the current needs of the publication. Part of the editorial process includes manuscript proofing at several levels—by pharmacy professionals with content expertise, by CPhA's Editorial Review Committee, and a final review by the managing editors. On average, a feature article will be published approximately three-six months after submission.

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