

Journal for Nurses in Professional Development (JNPD)
Nurse Peer Reviewer Role, Responsibilities, and Application

Section 1: Qualifications

Minimum of five (5) years' experience as an NPD Specialist/NPD Leader

Education: Master's degree in Nursing or Health-related field (if the graduate degree is not in nursing, applicant must have a BSN degree)

Recommendation by an experienced reviewer or satisfactory performance as a nurse peer reviewer for a peer-reviewed journal

Section 2: Role & Responsibilities

Required Skills:

1. Impartial review and assessment of manuscripts within area of expertise;
2. Concise documentation of findings;
3. Constructive input to authors;
4. Completion of assigned reviews in a timely fashion;
5. Submission of recommendation(s) by the required deadline;
6. Compliance with peer review guidelines and ethics;
7. Compliance with conflict of interest/bias screening;
8. Maintenance of confidentiality in the review process;
9. Commitment to review six manuscripts annually

Section 3: Journal Responsibilities

1. Ensure that all peer reviewers have a copy of reviewer guidelines (one signed copy will be returned to Editorial Office);
2. Provide mentorship for all new nurse peer reviewers for initial three reviews;
3. Require mentors to provide written feedback after three reviews;
4. Remove nurse peer reviewers from the Review Pool for deficiency in required skills;
5. Provide a certificate annually for all nurse peer reviewers in good standing;
6. Meet with nurse peer reviewers periodically to share feedback about submitted reviews.



Journal for Nurses in Professional Development (JNPD) Nurse Peer Reviewer Application

JNPD is a specialized source of information for nursing professional development (NPD) specialists in all healthcare settings. The journal provides NPD specialists with information on planning, implementing, and evaluating educational activities; teaching/learning methods; administration of departments; business aspects; evidence-based and best practices; research in the specialty; technological or other innovations; and issues in nursing professional development that influence the specialty.

Section 1: Demographic Data

Name, Degrees & Credentials:

Home Address OR Business Address:

Day Telephone (best contact information):

Email Address:

Current Employer and Position/Title:

Section 2: Expertise

Years of experience in Nursing Professional Development:

Describe your expertise in the field of Nursing Professional Development in 200 words or less:

Attach copy of current Resume or CV

Section 3: Recommendation

Provide the **name and contact information** of an experienced nurse peer reviewer who will recommend you for this role:

OR

Provide the **name and contact information of an editor** at a peer-reviewed journal where you have served in this role:

Section 4. Statement of Understanding

An "X" in the box below serves as the electronic signature of the individual completing this above form and attests to the accuracy of the information given above.

Electronic Signature (Required)

_____ Date:

Completed By: Name and Credentials of person completing form

Section 5. Journal Editorial Representative Signature

Electronic Signature (Required)

_____ Date:

Completed By: Name and Credentials