

SENSOR Article General Guidelines

Thank you for your interest in contributing to the quarterly ASATT *Sensor*. We greatly appreciate our ASATT members and their contributions to the organization. Receiving articles from our members themselves is vital to keeping the publication as diverse and engaging as possible. We would not be able to sustain this publication without your help.

Overview:

Members that contribute articles to the *Sensor* can benefit in several different ways including the recognition that members gain within the organization. The *Sensor* is a nationally-published professional magazine and contributors build recognition from colleagues, peers and employers for their contributions. Finally, authoring articles in the *Sensor* is a great way to aid in knowledge, writing skills, and career enhancements.

For more information and guidance on article formatting, please review the Associated Press Quick Style Guide.

ASATT Mission:

ASATT's mission is to positively affect healthcare and educational standards for the field of anesthesia technology, and as a result, raise the quality of patient care by providing a safe and positive anesthetic environment. Our vision is to prepare our members to meet allied health professional standards and to be a well-trained, integral member of the anesthesia care team. The mission of the *Sensor* is to educate and is an integral aspect of ASATT's educational arm. The *Sensor* is published quarterly and the magazine features coverage of the latest topics in anesthesia technology, society, member and affiliated organization news, ASATT Academy news, updates from program directors and students of approved anesthesia technology programs across the country, and more.

Roles & Responsibilities:

Authors: Knowledge of these Guidelines is an essential professional skill and everyone who makes ASATT *Sensor* content is required to familiarize themselves with them and abide by them. When applying the Guidelines, authors are expected to make most of the necessary judgements, but some issues require careful consideration by the Editorial Board prior to submitting the article. The Editorial Board is happy to assist with any questions or guidelines to help authors become successful in their contributions.

Editorial Board: All content will be reviewed prior to publishing by the Editorial Board. The Editorial Board has the power to proof, edit and review each article to ensure the content fits within the ASATT Guidelines, Code of Ethics, and theme of the *Sensor*. The Board also is in a position to save content for future issues or, after review, reject content, if required.

Author Guidelines:

Objectivity / Accuracy / Impartiality:

The ASATT *Sensor* content and our practices are guided by ASATT's Code of Ethics.

Transparency:

Transparency is a crucial element of being ethical and objective. It means openness about the sources you use, such as direct links to original research papers and to reputable and independent organizations that aggregate data. It also means transparency about who is writing the content. All authors are clearly identified on each article.

Conflict of Interest / Fairness to Contributors and Consent:

ASATT does not let our financial interests determine the topics we cover, and we do not rank any institutions or products based on any type of financial relationship with an advertiser. Our authors, editors, and Board cover issues that are newsworthy and of interest to our members, not because an issue may be of interest to advertisers. ASATT strives to be fair to all – fair to our members and our authors. Our content should be based on respect and openness.

ASATT will be open, honest, straightforward and fair in our dealings with authors, potential advertisers and members.

We seek the informed consent of our authors for their content with our [Content/Photo Release Form](#). Individuals and organizations should be appropriately informed about the planned nature and context of their contributions before they participate unless there is an editorial justification for proceeding without their consent.

Verification, Proofing, and Corrections:

Each article submitted should be authentic to the author. The Editorial Board, upon review, will check for plagiarism, which will not be allowed. The Editorial Board will also review each article for grammar and make corrections to the articles if needed. The Editorial Board has final say on any corrections. ASATT will provide a copy of the final draft prior to publishing for approval.

Advertising:

Advertising revenue helps to support the development of our *Sensor* publication. We take our publication very seriously and have strict separation between advertising and editorial content. Editorial content is never influenced by advertisers. For more information about submitting an advertisement in a *Sensor* issue, please contact Kate Feuling at: k.feuling@asatt.org.

There are two articles per issue that can be authored by industry suppliers, but they must be generic and unbranded and provide quality educational content for the readers. See below for more information.

Re-use and Permanent Availability

The ASATT *Sensor* archive is a great association record. The archive includes *Sensor* issues that were published in the past, which we may wish to re-use (either in full or in part) and also content that, from the outset, has been continuously accessible. They are an important, useful and valuable resource and we should make them available where possible. Authors must provide a [Content/Photo Release Form](#) along with the authored article.

Content within the archive is made to ASATT's editorial standards in effect at the time of its original production and, with the passage of time, those standards may change. When re-using content, we must take account of the Editorial Guidelines in effect at that time. We have a continuing responsibility to respect privacy and to be fair to contributors. The integrity of the archive means we should only remove or amend online content in exceptional circumstances.

Submitting Articles:

Authors are required to submit article content for review to the Editorial Board at: ArticleSubmission@asatt.org. Articles can be submitted for review throughout the year. The Editorial Board will determine which, if any, issue the content will be published in using various criteria. The author must follow the general Guidelines along with the guidelines outlined below based on the specific article topic. In general, articles need to be submitted at least a month prior to a *Sensor* publication. This provides the Board ample time to review and/or comment.

SENSOR Article Sections & Topics

Member Highlight (Spotlight)

Target Word Count: 450

Summary: This article's goal is to showcase one of our very own members. This article is set up in a Question and Answer format. Below are the questions that the member should answer. These questions are subject to change by the Editorial Board. This article should be accompanied by a portrait of the ASATT member.

Potential Author/s: Any ASATT Member

[Example One](#)

[Example Two](#)

[Example Three](#)

- Name (including credentials)?
- What is your current job title?
- How many years have you been in the anesthesia technology profession?
- What do you find the most challenging about your job?
- How many years have you been an ASATT member?
- What is your fondest memory of ASATT, if you have one?
- What has been your proudest accomplishment? (Personal life or Professional life, or both)
- What is your favorite food?
- People would be very surprised to know that...

- What do you enjoy doing with your time?
- What is your favorite type of music?
- What is your favorite movie?
- What would you like to get around to doing one of these days?

Science & Technology with Quiz

Target Word Count: 2000 not including quiz

Summary: This article should focus on any science or technology in the anesthesia industry. This article could focus on the history and process of a specific anesthesia teaching or walk through the science of a specific technology. This article could also be a focus on a new type of equipment, process, or tool. This article is open to industry equipment suppliers to showcase a product line; however, this article **MUST** remain vague and not brand-specific. The author may write about a type of equipment or product while providing examples, but cannot solely reference a specific branded product. The purpose of the article is not to advertise for a company, but rather emphasize a new or important technology. Accompanying this article, the author must provide a 10-question multiple-choice quiz (with answers). This quiz should be directly related to the article and must be sufficient enough in difficulty because one(1) CEU is given to members who wish to complete it.

Potential Author/s: Open to any ASATT member or healthcare company

[Example One](#)

[Example Two](#)

[Example Three](#)

Best Practices in Healthcare with Quiz

Target Word Count: 2000 not including quiz

Summary: This article should focus on best practices in the healthcare industry. This could be an anesthesia case study and how an anesthesia team addressed difficulties and potential risks. This section is also open for industry suppliers to highlight a new industry technique; however, this article **MUST** remain vague and not brand-specific. The author may write about a new technique or process while providing examples, but cannot solely reference a specific branded product. The purpose of the article is not to advertise for a company, but rather showcase an anesthesia best practice. Accompanying this article, the author must provide a 10-question multiple-choice quiz (with answers). This quiz should be directly related to the article and must be sufficient enough in difficulty because one(1) CEU is given to members who wish to complete it.

Potential Author/s: Open to any ASATT member or healthcare company

[Example One](#)

[Example Two](#)

[Example Three](#)

Program Director Insights (Outlook)

Target Word Count: 950

Summary: The Program Director article can contain anything you may want to talk about regarding your program. This can be updates, insights, information, data, history, anything that helps you showcase the program. This article typically is accompanied by a portrait of the Program Director or any other image/s the author feels is relevant to the article. Along with this article, the Program Director also sources one of their students to author the “Student Corner” article below.

Potential Author/s: ASATT Program Director

[Example One](#)

[Example Two](#)

[Example Three](#)

Student Corner (Learnings) – *This article typically comes from a student of the Program Director above*

Target Word Count: 300

Summary: The student selected will typically be provided by whomever is authoring the Program Director article above. The student can talk about their experiences in the program, things they learned, challenges they faced, etc. This article should be accompanied by a portrait of the student.

Potential Author/s: Any student of the program director authoring the article in that *Sensor* issue.

[Example One](#)

[Example Two](#)

[Example Three](#)

Partners

Target Word Count: 150

Summary: Each of the ASATT liaisons from ASA, AANA, and AAAA are given a section to provide any industry or association news that they wish to communicate to ASATT members.

Potential Author/s: ASA, AANA, and AAAA Liaisons

[Example One](#)

[Example Two](#)

[Example Three](#)

Notes

Target Word Count: 200

Summary: Each of the seven ASATT Regional Directors are given a section to talk directly to their members with any news relating to their region. This article is accompanied by a photo of the Regional Director. If the Editorial Board does not possess one, the author will be asked to supply one.

Potential Author/s: ASATT Regional Directors

[Example One](#)

[Example Two](#)

[Example Three](#)

Industry News (Vitals)

Target Word Count: 250

Summary: The Vitals article talks about any current news in the healthcare or anesthesia fields. This section can be assembled as a group of smaller news topics or one large topic depending on word count.

Potential Author/s: Any ASATT Member

[Example One](#)

[Example Two](#)

[Example Three](#)

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