

Journal of Perioperative Nursing Charter

The *Journal of Perioperative Nursing* (the Journal) is owned and published by the Australian College of Perioperative Nurses (ACORN). This charter outlines the roles and responsibilities of the ACORN Board of Directors and Chief Executive Officer (CEO), the Editor and the Editorial Advisory Board.

ACORN board and CEO roles and responsibilities

The ACORN board and CEO

- are responsible for appointing and dismissing the Editor
- will provide the Editor with a contract that states their rights and duties, authority, general terms of their appointment, performance metrics and mechanisms for resolving conflicts
- may only dismiss the Editor for substantial reasons, such as scientific misconduct, inadequate performance by agreed-upon performance metrics or inappropriate behaviour that is incompatible with a position of trust
- will not take part in the evaluation, selection, scheduling or editing of individual articles either directly or by creating an environment that strongly influences decisions
- will ensure that appropriate insurance is obtained in the event of legal action against the Journal and ensure that legal advice is available when necessary
- will develop and maintain policies on advertising and sponsored content in consultation with the Editor and Editorial Advisory Board
- will manage the administrative staff, finances and day-to-day operations of the Journal.

Journal Editor roles and responsibilities

The Journal Editor:

- will have full authority over the entire editorial content of the Journal and the timing of publication of that content
- will base editorial decisions on the validity of the work and its importance to the Journal's readers, not on the commercial implications for the Journal
- is free to express critical but responsible views about all aspects of health care without fear of retribution, even if these views conflict with the commercial goals of ACORN
- will inform ACORN if legal or other operational risks arise, as soon as possible
- will be involved in tendering for commercial services (such as selecting a publisher)
- will provide ACORN with an annual strategic plan and budget
- will chair the Editorial Advisory Board and develop and maintain its Terms of Reference.

Editorial Advisory Board roles and responsibilities

Editorial Advisory Board members:

- are appointed by the Editor
- will function in accordance with the Terms of Reference.

Approved 26 September 2020