

# APA 7TH EDITION

2022 - 2023



# CONTENTS

Introduction	2
The APA System	3
What should I reference?	3
How do I reference?	3
In-text referencing	5
The Reference List	6

## SECTION 1 PAPER COPY SOURCES

1.1	Book with ONE author	7
1.2	Book with TWO authors	7
1.3	Book with THREE authors or more	8
1.4	Book with NO author	8
1.5	Dictionary	8
1.6	Chapter with an edited book	9
1.7	Journal or Newspaper Article (paper based)	9

## SECTION 2 ONLINE SOURCES

2.1	Website	11
2.2	Website with NO date	11
2.3	Journal Article (online)	12
2.4	eBook	13
2.5	Podcast	13
2.6	Newspaper Article (online)	14
2.7	Image, illustration, figure, diagram, logo or table (online)	15
2.8	YouTube video clip	17
2.9	Social media	17
2.10	Mobile app	19
2.11	Tutors notes/VLE	19
2.12	Government material	20

## SECTION 3 MORE ADVICE

3.1	Secondary references	21
3.2	Further information	21
3.3	Sample Reference List	22



# INTRODUCTION

When producing work it is important to use many different sources of information. It is essential to show you have read and researched your subject well by using opinions and ideas written or produced by others. However, it is important that you identify in your work when you are using the words or ideas of **another author** whether it is a direct quote, a piece of paraphrased text, a video clip, an image, statistics, a graph etc. This process is known as **citing references**. Your references are then collected in a list called a **Reference List**.

The ability to reference your work shows that you have researched your topic and used, for example, articles, books, reference works and electronic resources. You can direct tutors/readers to the information you have used and it avoids plagiarism. Plagiarism means copying or stealing someone else's words or ideas and claiming or presenting them as if they were your own. Plagiarism is referred to as 'academic theft' and therefore it is essential that you know how to reference **EVERY** piece of work you produce and hand in.

There are many different ways to reference and write a Reference List. However this guide refers to the **APA 7th Edition Referencing System** which is used by many Colleges and Universities worldwide.

Whichever system you use, you must be **consistent** and **thorough** in the way you cite your references so that the sources you have used can be located easily.

Include enough information to enable the reader to identify the item easily. Would you be able to trace this item with the information given?

Make sure your use of punctuation, font and formatting (e.g. bold, italics, underlining, capital letters etc.) is consistent throughout.

This guide sets out the general rules for using APA 7th Edition accompanied by templates and examples for specific kinds of resources.

Please follow the **templates** provided for each type of material. They are signified in this guide by this symbol.



You should insert your own details into the template as appropriate

**Handy tips** are also included. These are signified by this symbol and will give you extra help with your referencing.



# The Harvard System

The **APA 7th Edition System** uses the author-date method, which simply means that in the text the author and date are given - often in brackets - and the complete details of the source are given in a Reference List attached to the back of the assignment.

## What Should I Reference?

- Books
- Journal Articles
- Websites
- Online Journal Articles
- Government Reports
- Blogs
- Emails
- Podcasts
- Video Clips
- Newspapers
- Tutor's Notes
- Social Media Posts
- Just about any piece of information you use..... !

From this list you can see that you should reference every source you use.

## How Do I Reference?

The first step is to make sure that you note down **ALL** the details of the books, articles, websites or other sources of information that you use. You may find it useful to create your reference list in Word at the very beginning and keep adding to it as you go along. You can always neaten it up at the end!

If you don't take notes you may find that you have used a quote in your work but all you can remember is that it was in a "book with a green cover"..... which isn't terribly helpful!

Similarly, if you do not take a copy of the **URL of a website** as you go along, it can sometimes be really difficult to find the page again, as it may have moved or been deleted. Copy and paste the URL as you go.

As a general rule you should look for the following information if appropriate:

- Author(s) or Editor(s)
- Year of publication
- Month and Day of publication (if you are using an online resource)
- Title (of the book/journal/journal article/website etc)
- Edition of the work – only if it is a second or subsequent edition
- Publisher
- Page number (If you are referencing a direct quotation from a book, you should include the page number in the reference citation where possible)
- URL
- Date you received (or accessed) the online material

**Remember..... If you cannot reference it, you cannot use it!**



**Tip!** If the item is a SONHS Trust Library book and later on you realise you don't have all the details, remember that you can search the library catalogue to find the information you need.

Find the Catalogue at [www.sonhslks.com](http://www.sonhslks.com) or scan this QR code





# In-Text Referencing

In the main body of your work, the author's name and the year of publication are EITHER placed in brackets after you make reference to their work OR you can choose to add these details in a more flowing style within the text.

This occurs whether you have quoted directly or paraphrased. This is known as the reference citation.

## Example 1

Some of Rifat Latifi's 2021 work on elderly surgery has been **paraphrased** by you and now you need to reference it in your text.

**Examples** of in-text referencing include.....

**Emergency general surgery in the aged represents a significant, and likely growing, burden on society (Latifi, 2021).**

OR

**According to Latifi (2021), emergency general surgery in the aged represents a significant, and likely growing, burden on society.**

## Example 2

You have decided to use a **direct quote** from a book by Denise Polit in your assignment.

**Examples** of in-text referencing include.....

**"A crucial factor in selecting a problem is its significance to nursing" (Polit, 2021, p. 68).**

OR

**Polit (2021, p. 68), states that "a crucial factor in selecting a problem is its significance to nursing".**

Note that when you use a direct quote from a book, you should always include the page number. However this is NOT necessary when you paraphrase. Page numbers are not used on webpages so you will be unable to add a page number in this case.



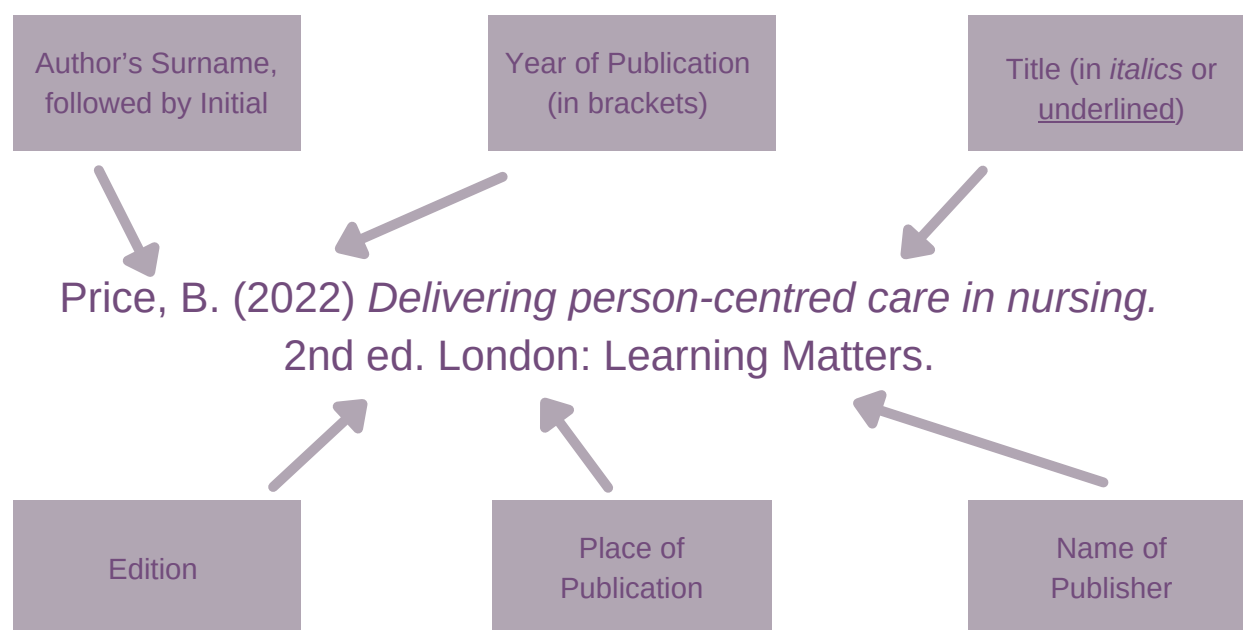
**Tip! If there are no individual authors or editors then use the company or organisation's name eg. (British Heart Foundation, 2022)**

## The Reference List

When you have completed your work you will need to produce a **REFERENCE LIST** which is a list of all the sources you have referenced from.

This list goes at the end of your work and is in **alphabetical** order by the author's surname or the organisation's name.

A simple example of how you would create your entry for a book is as follows:



A **sample** Reference List is included at the back of this booklet. It gives examples of all types of sources and shows how the Reference List should be laid out.

The following pages explain referencing in more detail and include examples. If you would like more help or information please do not hesitate to ask Library staff



- **Tip! In APA 7th Edition, you must apply a hanging indent to each reference list entry.** This means that the first line of each entry is left-aligned, while the second and subsequent lines are indented (the Publication Manual recommends 0.5" or 1.27cm)
- **To create a hanging indent in Microsoft Word:** Highlight your reference entry, right-click, select 'Paragraph' from the list, a box will open and select 'Hanging' from the drop-down menu labelled 'Special'
- The APA Publication Manual also recommends double-line spacing within and between reference list entries, but check your tutor or University's preferences.

## Section 1

### Paper Copy Sources

#### 1.1 Referencing a BOOK with One Author



**Author or Editor. (year). Title. (Edition - if there is one). Publisher.**

Example in the **text** (direct quote)....

According to Allana (2022, p. 73) "the decision for a liver transplant is made by a multidisciplinary team using the UKELD (UK Model for End Stage Liver Disease) score".

Example in the **Reference List** :

**Allana, A. (2022). *Clinical cases for the FRCA: key topics mapped to the RCoA curriculum*. CRC Press.**

\*The entry in the Reference List would be the same whether the example in the text was a direct quote or was paraphrased

#### 1.2 Referencing a BOOK with Two Authors



**Authors or Editors. (year). Title. (Edition - if there is one). Publisher.**

Example in the **text** (direct quote).....

Gould and Bain (2022) explain that "prescribing practice might not at first seem linked to health inequalities, but these can also be associated with access to healthcare".

Example in the **Reference List**:

**Gould, J., & Bain, H. (2022). *Principles and Practice of Nurse Prescribing*. Learning Matters.**



### 1.3 Referencing a BOOK with Three OR More Authors (up to 20 Authors)



**Authors or Editors. (year) Title. Edition (if there is one). Place of publication: Publisher.**

In the text, list the surname of the first author followed by et al. (this means 'and others')  
However in the Reference List you must list **ALL** of the authors' names

Example in the **text** (direct quote):

Bowra et al. (2022, p.80) state that "regional wall motion abnormalities and conduction delays may affect the validity of the section of ventricle sampled being a true reflection of the entire chamber".

Example in the **Reference List**:

**Bowra, J., McLaughlin, R., & Atkinson, P. (2022). *Emergency ultrasound made easy*. (3rd edition). Elsevier.**

### 1.4 Referencing a BOOK with No Author



**Title. (year). (Edition - if there is one). Publisher.**

Example in the **text** (direct quote):

"About 30 chemical messengers, known as hormones, regulate human activities such as sleep, body temperature, hunger, and stress management" (Atlas of Human Anatomy, 2019, p.74).

Example in the **Reference List**:

**Atlas of Human Anatomy. (2019). (14th edition). Reader's Digest Association Ltd.**

### 1.5 Referencing a DICTIONARY



**Name of Dictionary. (year). (Edition - if there is one). Publisher.**

Example in the **text** (direct quote):

Psychology can be defined as "the scientific study of the human mind and its functions, especially those affecting behaviour in a given context" (Oxford English Dictionary, 2021, p.21).

Example in the **Reference List**:

**The Oxford English Dictionary. (2021). (15th edition). Oxford University Press.**

## 1.6 Referencing a CHAPTER within an Edited Book



**Author or Editor of Chapter. (year). Title of Chapter. In Author or Editor of Book, Title of Book. (Page Number(s)). Publisher.**

Example in the **text** (direct quote):

"Hospitals and departments should invest in an organised and standardised approach to airway management, both inside and outside the operating theatres" (Berkow and McNarry, 2021, p.293).

Example in the **Reference List**:

**Berkow, L., & McNarry, A. (2021). Departmental and hospital organisation. In T. Cook & M. Kristensen (eds.), Core topics in airway management. (293-321). Cambridge University Press.**



Tip! Remember to use **In** to signify that the chapter is in the book.

## 1.7 Referencing a JOURNAL or NEWSPAPER ARTICLE (paper based)



**Author or Editor of Article. (year). Title of Article, Name of Journal, Volume (part), Page Number(s).**

Example in the **text** (direct quote):

According to Farquhar and Unadkat (2020), "the NHS workforce is incredibly resilient; it is, however, in danger of believing that resilience means never showing you are tired or stressed".

Example in the **Reference List**:

**Farquhar, M., & Unadkat, S. (2020). Doctors' wellbeing: self-care during the covid-19 pandemic, BMJ, 368(5), 17.**

NB If there are no Volume, Part or Issue numbers, please use the date instead eg.

**Farquhar, M., & Unadkat, S. (2020). Doctors' wellbeing: self-care during the covid-19 pandemic, BMJ, June 12, 17.**

## Section 2

### Online Sources

Every type of online material must be referenced. All information published on the internet belongs to someone and so has to be treated in the same way as paper sources.

It may mean you have to look around the website carefully to find out the information you need.

#### **What if there's no date available?**

If you can't find a date on a specific webpage, try going back to the HOME page of that site and scrolling down to the bottom of the page. Often you will find a 'last updated' or 'last amended' date you can use. Failing this, there should be a copyright date which can be used. If you cannot find a date, consider whether you should be using this information or should you look for something else?

#### **What if I'm not sure of the author?**

Often there is no individual author mentioned on a website so in this case you should use the name of the organisation instead eg. The Kings Fund or Age Concern.

The URL should give you a clue to the author, however it may be necessary to go to the 'Contact Us' or 'About Us' sections to find out the full name of the organisation.

#### **What should I look out for?**

References for websites follow a similar format as printed material. The main things to look for are:

- **Name of author or organisation**
- **Year and date created**
- **Date up-dated**
- **Title of page**
- **Title of article**
- **URL (web address)**



**Tip!** If you cannot find all of your information try going to the home page of your website. Or try clicking on 'contact us' to find out who has produced the website.



## 2.1 Referencing a WEBSITE



**Author of Website.** (Year, Month Day site/document was published online: be as specific as is possible). **Title of Website.** Retrieved Month Day, Year, from URL

Example in the **text** (paraphrased):

The NMC (2022) launched a new consultation on standards to ensure that professionals can communicate effectively in English.

Example in the **Reference List**:

**NMC.** (2022, May 25). *New consultation on our English language standards.* Retrieved June 6, 2022, from [www.nmc.org.uk/news/news-and-updates/new-consultation-on-our-english-language-standards/](http://www.nmc.org.uk/news/news-and-updates/new-consultation-on-our-english-language-standards/)

## 2.2 Referencing a WEBSITE with NO DATE

If the web page has no obvious date of publication/revision\*, use the Author plus no date in brackets.

NB You still need to include the date you retrieved/accessed the information.



**Author of Website.** (No Date). **Title of Website.** Retrieved Month, Day, Year, from URL

Example in the **text** (direct quote):

According to Together Health (no date), "billions of people globally could be drinking water contaminated by plastic particles which raises problems for our health because our bodies aren't designed to digest plastic".

Example in the **Reference List**:

**Together Health.** (No Date). *The best water!* Retrieved May 25, 2022, from [www.togetherhealth.co.uk/blogs/togetherforlife/the-best-water](http://www.togetherhealth.co.uk/blogs/togetherforlife/the-best-water)

\*Please be aware that undated information has limited validity so you should, if possible, always use a website that has a date

## 2.3 Referencing a JOURNAL ARTICLE (online) WHEN YOU HAVE A DIGITAL OBJECT IDENTIFIER (DOI)



**Author or Editor of Article. (year). Title of Article, Name of Journal. Volume (Part Number), (NB. if there are any – if not then use date), Page Number(s). DOI.**

Example in the **text** (direct quote):

Cheung et al. (2022) has reported that "postoperative pain is a common but often inadequately treated condition, with 80% of surgical patients experiencing postoperative pain but less than 50% of these patients reporting sufficient pain control".

Example in the **Reference List**:

**Cheung, C., Adeola, J., Beutler, S., & Urman, R. (2022). Postoperative pain management in enhanced recovery pathways, Journal of Pain Research. 15(4), 123-136.  
<https://doi.org/10.1002/ijop.12305>.**

## 2.3 Referencing a JOURNAL ARTICLE (online) WHEN YOU DO NOT HAVE A DIGITAL OBJECT IDENTIFIER (DOI)



**Author or Editor of Article. (year). Title of Article, Name of Journal. Volume (Part Number), (NB. if there are any – if not then use date), Page Number(s). URL**

Example in the **text** (direct quote):

Cheung et al. (2022) has reported that "postoperative pain is a common but often inadequately treated condition, with 80% of surgical patients experiencing postoperative pain but less than 50% of these patients reporting sufficient pain control".

Example in the **Reference List**:

**Cheung, C., Adeola, J., Beutler, S., & Urman, R. (2022). Postoperative pain management in enhanced recovery pathways, Journal of Pain Research, 15(4), 123-136.  
[www.eds.p.ebscohost.com/eds/detail/detail?vid=8&sid=4c4d5d00-599a-4365-b7f8-b7e42753bdd0%40redis&bdata=JkF1dGhUeXBIPXNzbyZzaXRIPWVkcY1saXZl#AN=edsgcl.693440654&db=edsghw](http://www.eds.p.ebscohost.com/eds/detail/detail?vid=8&sid=4c4d5d00-599a-4365-b7f8-b7e42753bdd0%40redis&bdata=JkF1dGhUeXBIPXNzbyZzaXRIPWVkcY1saXZl#AN=edsgcl.693440654&db=edsghw)**

## 2.4 Referencing an eBook



**Author or Editor. (year). Title. (Edition - if there is one). Publisher. URL**

Example in the **text** (direct quote):

In his analysis, Vincent (2018), said that "in contrast, gender originated as a linguistic concept, with nouns categorised in some languages as masculine, feminine, or neutral".

Example in the **Reference List**:

**Vincent, B. (2018). Transgender health : a practitioner's guide to binary and non-binary trans patient care. Routledge.**  
**[http://southportandormskirk.nhslibraries.com/HeritageScripts/Hapi.dll/retrieve?SetID=0081701A-5E42-49CE-A8A7-30F71A95CC58&searchterm=transgender&Fields=%40&Media=EB&Bool=AND&SearchPrecision=10&SortOrder=0&Offset=5&Direction=%2E&Dispfmt=F&Dispfmt\\_b=B27&Dispfmt\\_f=F10&DataSetName=LIVEDATA](http://southportandormskirk.nhslibraries.com/HeritageScripts/Hapi.dll/retrieve?SetID=0081701A-5E42-49CE-A8A7-30F71A95CC58&searchterm=transgender&Fields=%40&Media=EB&Bool=AND&SearchPrecision=10&SortOrder=0&Offset=5&Direction=%2E&Dispfmt=F&Dispfmt_b=B27&Dispfmt_f=F10&DataSetName=LIVEDATA)**

## 2.5 Referencing a PODCAST



**Author or Presenter. (Host). (Year, Month Day of podcast). Title of Podcast [Audio podcast]. Company/Producer. URL**

Example in the **text** (paraphrased):

James Gallagher (2022) explores how a virus can cause such prolonged symptoms, and sees if we are any closer to treating long Covid.

Example in the **Reference List**:

**Gallagher, J. (Host). (2022, February 8). Long Covid revisited [Audio podcast]. BBC.**  
**[www.bbc.co.uk/programmes/m0015b0g](http://www.bbc.co.uk/programmes/m0015b0g)**



## 2.6 Referencing a NEWSPAPER ARTICLE (online)

a) When you have an AUTHOR



**Author or Editor of Article. (Year, Month Day article was published online). Title of Article. Name of Newspaper, Page Number(s). (NB if there are any). URL**

Example in the **text** (direct quote):

"Only a quarter of nursing shifts have the planned number of registered nurses on duty, a survey of more than 20,000 frontline staff has suggested" (Khomami, 2022).

Example in the **Reference List**:

**Khomami, N. (2022, June 6). Demoralised nurses being 'driven out' of profession, RCN survey finds. The Guardian, 20-21. [www.theguardian.com/society/2022/jun/06/demoralised-nurses-being-driven-out-of-profession-rcn-survey-finds](http://www.theguardian.com/society/2022/jun/06/demoralised-nurses-being-driven-out-of-profession-rcn-survey-finds)**

b) When NO Author is given, use the following order:



**Title of Newspaper. (Year, Month Day article was published online: be as specific as is possible). Title of Article. Name of Newspaper, Page Number(s). (NB if there are any). URL**

Example in the **text** (direct quote):

According to The Times (2022) "the NHS 'must not rely on overseas nurses'".

Example in the **Reference List**:

**The Times. (2022, June 6). The NHS must not rely on overseas nurses. 201-21. [www.thetimes.co.uk/article/nhs-must-not-rely-on-overseas-nurses-c98qdmwm6](http://www.thetimes.co.uk/article/nhs-must-not-rely-on-overseas-nurses-c98qdmwm6)**

## 2.7 Referencing an IMAGE, ILLUSTRATION, FIGURE, DIAGRAM, LOGO or TABLE etc (ONLINE)



**Note!** There is NOT a lot of guidance from APA on citing images or photographs placed within a document or student paper.

This is primarily because APA does not recommend adding images or photographs (especially in professional papers) unless you have express written consent of the author, or unless you know the photograph is in the public domain, or has a creative commons license that allows permission to be used in non-commercial documents.



However, if you do need to add an image, it is advised you consult with your tutor to see how they want it done, as there are **SEVERAL** published versions of the guidelines available.

The examples here are just a suggestion of how they **COULD** be done and are not necessarily the version your University prefers:



**Author. (Year, Month Day). Title [Medium]. URL**

Please note. In the square brackets you should write the **type** of medium you have used eg. logo, photograph, image etc

Example 1

**Logo**

Example in the **text**:



Note: Image credit (RCN, 2022)

Example in the **Reference List**:

**RCN. (2022, June 4) RCN [Logo]. [www.rcn.org.uk](http://www.rcn.org.uk).**

## Example 2

### Image

Example in the **text**:



Note: Image credit (Society of Radiographers, 2022)

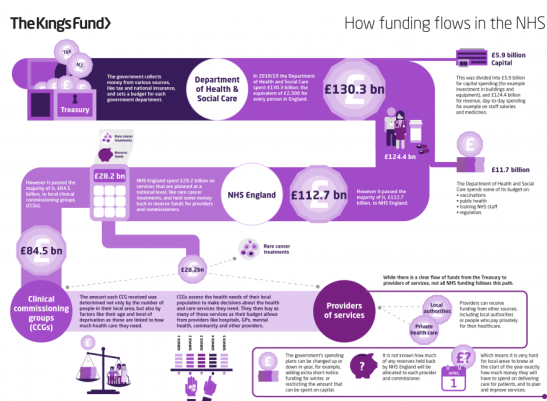
Example in the **Reference List**:

**Society of Radiographers. (2022, April 24). Mammography [image]. [www.sor.org/learning-advice/professional-practice/diagnostic-imaging-pathways/diagnostic-imaging-pathways/mammography](http://www.sor.org/learning-advice/professional-practice/diagnostic-imaging-pathways/diagnostic-imaging-pathways/mammography).**

## Example 3

### Diagram

Example in the **text**:



Note: Image credit (The King's Fund, 2022)

Example in the **Reference List**:

**The King's Fund. (2022, May 10). How is the NHS structured? [diagram]. [www.kingsfund.org.uk/audio-video/how-is-nhs-structured-funding-flow](http://www.kingsfund.org.uk/audio-video/how-is-nhs-structured-funding-flow)**



## 2.8 Referencing from YouTube



Originator of the online video. (Year, Month Day of video). Title of online video [Video]. YouTube. URL

Example in the **text**:

Instructions for using the Belmont® Rapid Infuser RI-2 Blood/Fluid Warmer are shown here (Belmont Medical, 2021).

Example in the **Reference List**:

**Belmont Medical. (2021, April 4). The Belmont® Rapid Infuser RI-2 Blood/Fluid Warmer | Full Instructional Video [Video]. YouTube. [www.youtube.com/watch?v=0K7Jeu-L034](https://www.youtube.com/watch?v=0K7Jeu-L034)**

## 2.9 Referencing from Social Media

Example 1      **Facebook**



Author [@Facebook Username]. (Year, Month Day). Title of Facebook post. Facebook. URL

Example in the **text**

The eBook of the Month feature describes the latest in literature on a topic (Southport and Ormskirk NHS Trust Library and Knowledge Service, 2022)

Example in the **Reference List**:

**Southport and Ormskirk NHS Trust Library and Knowledge Service [@SONHSLKS]. (2022, June 6). eBook of the Month. Facebook. <https://www.facebook.com/sonhslks>**



Tip! If possible, cite only **original information** in social media posts, for example, if a post is sharing a link to an article or another website, try to share the original website or link instead of the "re-shared" content

## Example 2      **Twitter**



**Author** [@Twitter handle]. (Year, Month Day tweet posted). #Hashtag(s) - if there are any. Tweet [Tweet]. Twitter. URL

### Example in the **text**

EBSCO Healthcare (2022) provided a quick refresher on cerebral palsy.

### Example in the **Reference List**:

**EBSCO Healthcare** [@EBSCO\_Health]. (2022, June 4). #Healthcare. Health Notes offers the most recent news and insights right to your inbox [Tweet]. Twitter.  
[https://twitter.com.EBSCO\\_Health](https://twitter.com.EBSCO_Health)

## Example 3      **Instagram**



**Photographer/Poster.** [@instagram handle] (Year, Month Day posted) Title of photograph/video or collection [Photograph]. Instagram. URL

### Example in the **text**

Photographs by the Royal Voluntary Service (2022).

### Example in the **Reference List**:

**The Royal Voluntary Service.** [@RoyalVolService]. (2022, May 25). Living with dementia [Photograph]. Instagram. [www.instagram.com/p/Cdn1HcXINgd/](https://www.instagram.com/p/Cdn1HcXINgd/)



## 2.10 Referencing a Mobile App



Developer of app or license holder. (Year). Name of App. (Version). [Mobile App].  
Download site. URL

Example in the **text (paraphrased)**:

The Active10 app (2022) records every minute of walking you do.

Example in the **Reference List**:

Department of Health and Social Care. (2022). Active10. (Version 5.44) [Mobile App]. iOs  
Appstore. <https://apps.apple.com/gb/app/nhs-active-10-walking-tracker/id1204295312>

## 2.11 Referencing Tutors Notes from Virtual Learning Environments (Moodle) \*



Author/tutor. (Year, Month Day). Title of item [VLE]. Name of University. URL

Example in the **text**:

Childhood risk factors and the change in the combined-risk z score between childhood and adulthood were associated with cardiovascular events in midlife (Burns, 2022).

Example in the **Reference List**:

Burns, P. (2022, May 26). Notes on childhood cardiovascular risk factors [VLE]. Edgehill  
University. <http://moodle2.uclan.ac.uk/course/view.php?id=862>

\* Please be aware that you should always aim to find original sources for your work.

Do not directly reference material from VLEs / Moodle unless specifically directed to do so.



## 2.12 Referencing Government Material (online)

### Example 1

Publication by a specific Government Department, Agency or Committee (online)



**Name of Government Department, Agency or Committee. (Year, Month Day of publication). Title. URL**

Example in the **text**:

According to the Department of Health and Social Care (2022), millions of people across the world will be better protected from future pandemics thanks to a landmark resolution brought by the UK and Argentina at the World Health Assembly (WHA) in Geneva.

Example in the **Reference List**:

**Department of Health and Social Care. (2022, January 10). New clinical trials deal struck to better protect world from future pandemics. [www.gov.uk/government/news/new-clinical-trials-deal-struck-to-better-protect-world-from-future-pandemics](https://www.gov.uk/government/news/new-clinical-trials-deal-struck-to-better-protect-world-from-future-pandemics)**

NB If you cannot find the Department responsible, you can, as a last resort, use **HM Government** as the Author instead of the individual department eg.

**HM Government. (2022, May 4). Further action taken to improve supply of HRT. [www.gov.uk/government/news/further-action-taken-to-improve-supply-of-hrt](https://www.gov.uk/government/news/further-action-taken-to-improve-supply-of-hrt)**

### Example 2

UK Act of Parliament (online)



**Title of Act. (Year of Act). Chapter Number (if available). URL**

Example in the **text**:

Recent social care legislation (Health and Social Care Act, 2012) refers to.....

Example in the **Reference List**:

**Health and Social Care Act. (2012). c.7. <http://www.legislation.gov.uk/ukpga/2012/7/contents/enacted>**

## Section 3

### More Advice

#### 3.1 Secondary References

Whenever possible you should quote from the **original** sources. When this is not possible you must highlight in the text that it is another person's work, which has been cited by the author of the book, article etc that you are using.

Example in the **text**:

Tranter and Robertson (2019, cited in Neale & Sale, 2022) state that individuals with mental illness have a greater susceptibility to poor physical health, with higher mortality rates, than the general population do.

**OR**

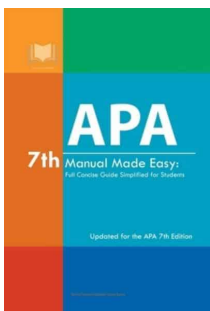
Using results from Tranter and Robertson's (2019, cited in Neale & Sale, 2022) research it is said that individuals with mental illness have a greater susceptibility to poor physical health, with higher mortality rates, than the general population do.

Example in the **Reference List**:

In the reference list you must cite the **source you have been using** (ie what you have in front of you)

**Neale, N. & Sale, J. (2022). *Developing practical nursing skills*. (5th edition). Routledge.**

#### 3.2 Further Information



This Library Guide adheres to the rules in the following textbook:

**American Psychological Association. (2020). Publication manual of the American Psychological Association. (7th ed.). Washington, DC: American Psychological Association.**

**Also please remember that Library Staff will be happy to advise you on any queries you may have on APA 7th Edition.**

### 3.3 Example of a Reference List

Allana, A. (2022). Clinical cases for the FRCA: key topics mapped to the RCoA curriculum. CRC Press.

Belmont Medical. (2021, April 4). The Belmont® Rapid Infuser RI-2 Blood/Fluid Warmer | Full Instructional Video [Video]. YouTube. [www.youtube.com/watch?v=0K7Jeu-L034](https://www.youtube.com/watch?v=0K7Jeu-L034)

Berkow, L., & McNarry, A. (2021). Departmental and hospital organisation. In T. Cook & M. Kristensen (eds.), Core topics in airway management. (293-321). Cambridge University Press.

Burns, P. (2022, May 26). Notes on childhood cardiovascular risk factors [VLE]. Edgehill University. <http://moodle2.uclan.ac.uk/course/view.php?id=862>

Health and Social Care Act. (2012). c.7.  
<http://www.legislation.gov.uk/ukpga/2012/7/contents/enacted>

Khomami, N. (2022, June 6). Demoralised nurses being 'driven out' of profession, RCN survey finds. The Guardian, pp.20-21. [www.theguardian.com/society/2022/jun/06/demoralised-nurses-being-driven-out-of-profession-rcn-survey-finds](https://www.theguardian.com/society/2022/jun/06/demoralised-nurses-being-driven-out-of-profession-rcn-survey-finds)

The King's Fund. (2022, May 10). How is the NHS structured? [diagram]. [www.kingsfund.org.uk/audio-video/how-is-nhs-structured-funding-flow](https://www.kingsfund.org.uk/audio-video/how-is-nhs-structured-funding-flow)

NMC. (2022, May 25). New consultation on our English language standards. Retrieved June 6, 2022, from [www.nmc.org.uk/news/news-and-updates/new-consultation-on-our-english-language-standards/](https://www.nmc.org.uk/news/news-and-updates/new-consultation-on-our-english-language-standards/)

The Royal Voluntary Service. [@RoyalVolService]. (2022, May 25). Living with dementia [Photograph]. Instagram. [www.instagram.com/p/Cdn1HcXINGd/](https://www.instagram.com/p/Cdn1HcXINGd/)