

In SafeHandS

Guidelines for contributors

In-SafeHandS is the newsletter of the SafeHandS network. The newsletter is published quarterly (March, June, September, December.) Contributions are not submitted for peer review.

The aim of SafeHandS and In-SafeHandS is to provide a forum to share information, support and practical solutions so that health care workers feel safe and encouraged to provide optimal care to their patients. The initiative is funded by AusAID and managed by the Albion Street Centre, Sydney, Australia.

Content

- ☞ Content must be relevant to health care worker safety
- ☞ Content must be relevant to resource limited settings in the Asia Pacific region

Style

- ☞ Language may be professional or conversational
- ☞ Language should be plain English – suitable for readers for whom English is not their first language
- ☞ Clichés, jargon, technical words, or culturally specific terms should be avoided unless the readers will understand them.
- ☞ Language must not be offensive to any group or individual.
- ☞ Any format is accepted.

Type of contribution

The following are welcomed

- ☞ Letter to the editor
- ☞ Question to be answered
- ☞ Guest editorial
- ☞ Research article
- ☞ Discussion article
- ☞ Opinion piece
- ☞ Case study – of implementation of health care worker safety strategy
- ☞ Sample policy or protocol
- ☞ Teaching module or report of training
- ☞ Information about or review of new resource
- ☞ Book review
- ☞ Member profile (request standard questions)

Personal information

- ☞ One or two sentences for publication describing the professional role and background of the contributor will help to establish credibility and interest.
- ☞ A small digital photo of the contributor would be welcomed.

Length

- ☞ Article – suggested maximum 1500 words, excluding references.
- ☞ Editorial – suggested maximum 1000 words

Intellectual property

- ☞ Information submitted does not need to be original, if permission is given for publication from the original source.
- ☞ All information from other sources must be attributed with an appropriate reference.
- ☞ Quotations must be identified and referenced.
- ☞ Local copyright laws should be observed.

Conflict of interest

- ☞ Contributors must declare if they may have any financial or commercial benefit from the information submitted.
- ☞ Research funding must be acknowledged.

Submitting contributions

Contributions should be submitted by email to:
safehands@sesiahs.health.nsw.gov.au

Contact details should be included in case clarification of any aspect of the submission is required.

The decision to publish a contribution is at the discretion of the Editorial Committee.

Deadlines for each edition are:

March	18 th February
June	21 st May
September	21 st August
December	20 th November