

Contributor guidelines 2024

Aged Care Today is the quarterly industry magazine produced by the Aged & Community Care Providers Association (ACCPA) – the national organisation representing all providers of aged care to older Australians, delivering retirement living, seniors housing, residential care, home care, community care and related services. Our expansive readership reaches aged care providers, age services industry suppliers and stakeholders, innovators and thought leaders in aged care, policy makers and government ministers. We welcome contributions to our flagship magazine that improve knowledge and understanding about aged care, provide useful insights and information, and encourage best-practice care and innovation.

Subject matter sections	We welcome stories, articles or opinion pieces that fit any of the following subject categories: <ul style="list-style-type: none"> ■ Health & Wellness ■ Workforce & Training ■ Innovation & Technology ■ Culture & Diversity ■ Governance & Finance ■ Built Environment & Design
Article length	Articles must be 500-650 words in length. Opinion pieces must be 650-750 words. Articles that are excessively long will not be considered.
Tone	The tone of the article must be measured and thoughtful. Please keep the reader in mind and make your piece engaging and interesting. Use real life examples where possible.
Spelling	Please use Australian spelling in your article. If in doubt, please refer to the <i>Macquarie Dictionary</i> .
Footnotes	As our magazine is not an academic journal, we do not require footnotes or endnotes. If you wish to refer to sources of information, please name the source and supply a relevant website URL.
Website links	Articles may contain relevant outbound website links that improve the experience of the reader, but these need to be written in full and not embedded as hyperlinks.
Byline	Contributors will receive a byline attribution with their name, title and organisation or company, only. The URL of the organisation or company will also be published.
Format	Please supply your submission in a Word document (Calibri 11 point, left justified with single spacing, on a plain document, no letterheads). Articles supplied as a PDF will not be considered.
Images	At least one image should be supplied with every article and images will be selected at the Editor's discretion. Images must be sent as separate files in jpg format and a minimum of 300dpi. As a general rule, any file that is less than 800kb in size will be too small for printing. If there are people pictured, it is the responsibility of the contributor to seek approval from those people before submitting the image, and please supply the name of each person pictured.
Editing	To ensure the integrity of our magazine, all articles will be edited. Contributors will have the opportunity to review the edited article prior to publication.
Original stories	We publish only original previously unpublished stories. Submissions that have been previously published online (eg online magazines, websites, blogs) or in print will not be considered.
Deadlines	As this is a print and online publication, deadlines are strict. Articles submitted after the deadline may be considered at the discretion of the editor, in exceptional circumstances.
How to submit	Please email your submission to editor@accpa.asn.au and indicate the name of your organisation or business, and which section of the magazine your submission is for, in the file name (eg. CompanyA_GovernanceAndFinance.doc). Please note opinion pieces will be accepted on request only.
Article selection	Our magazine has a long production lead time and there are many factors such as editorial balance and advertising volume that affect the final story grid. The Editor makes no guarantee that all submissions can be included, and may hold a piece for a subsequent issue.

Submission deadlines 2024

29 January 2024 (Autumn 2024 issue)

NEW Deadline 30 April 2024 (Winter 2024 issue)

NEW Deadline 2 August 2024 (Spring 2024 issue)

NEW Deadline 31 October 2024 (Summer 2024 issue)