

Connecting Voices: Editorial Policies

The Newfoundland and Labrador College of Social Workers (NLCSW) protects the public through regulation and advancing ethical and accountable social work practice.

Connecting Voices is a publication of the NLCSW that promotes the knowledge and expertise of registered social workers (RSW's) and facilitates information sharing among the membership. The NLCSW Editorial Committee, comprised of RSW's and NLCSW staff, oversees the semi-annual publication which is released in January and July each year.

General Articles:

The Editorial Committee is interested in article submissions from RSW's and non-practicing members, in good standing, that pertain to clinical practice, ethics, advocacy, promotion, community development, social policy, program development and service delivery, leadership, education and research.

It is recommended that general articles be no more than 750 words.

It is the author's responsibility to obtain appropriate client consent if using case reports or client information in article submissions.

Feature Articles:

The editorial committee reserves the right to select articles for the feature cover story. Only articles from RSW's and non-practicing members, in good standing, will be considered for the feature article. These articles must be timely and meet the criteria for general articles.

Commentaries:

Commentaries from RSW's and non-practicing members, in good standing, must be no more than 500 words. Commentaries must be constructive, factual, informed, and grounded in professional literature. Commentaries should be focused on issues rather than individuals or organizations and are meant to broaden people's thinking and encourage healthy debate.

The following disclaimer will be published with all commentaries: "This is an opinion article and represents the thoughts of the author pertaining to"

Research Articles:

The editorial committee may consider research articles that highlight research that is timely and:

1. Relevant to social workers and/ or social work clients.
2. Factual and current.
3. Adheres to the values of the social work profession.
4. Have received ethics approval.

The editorial committee reserves the right to select research articles for inclusion in Connecting Voices. Only articles that are relevant to and/ or written by/ involving an RSW in good standing will be considered. The editorial committee also reserves the right to limit the number of research articles included in Connecting Voices.

The following disclaimer will be published with all research articles: "This article presents the author(s) research findings in relation to....The findings, conclusions and/or recommendations expressed are strictly those of the author(s).

Book Reviews:

Book reviews on books relevant to social work practice are welcomed from RSW's and non-practicing members in good standing. It is recommended that book reviews be no more than 500 words. The submission must also include publishing information about the book.

Submissions from Social Work Students

The editorial committee may consider articles submitted by social work students for publication in the newsletter. Articles considered for publication must be timely and:

- 1) Explore issues, topics, interventions, or programs that are relevant to and/or promote social work practice
- 2) Be factual, informed and grounded in professional literature
- 3) Adhere to the values of the social work profession

Submissions must be no more than 750 words.

Submissions from Community Organizations Without an RSW Connection

The editorial committee may consider article submissions from community organizations that do not have an RSW connection (e.g., through their staff or board). These articles will be reviewed on a case-by-case basis in terms of relevancy to social work practice. Articles considered for publication must be timely and:

- 1) Highlight services or programs that are relevant to social workers and social work clients.
- 2) Be factual and current.
- 3) Adhere to the values of the social work profession.

Articles submitted by members of a community organization must include the job title and academic credentials of the author(s).

Submissions from Individuals who are Social Work Educated but Not Registered:

The Editorial Committee will not accept articles from individuals who are social work educated and eligible for registration but are not registered to practice social work in NL.

Memorials/In Memorial Submissions:

Memorials/In Memorial submissions will be reviewed by the Editorial Committee on a case-by-case basis. Memorials/In Memorial submissions must be no more than 250 words.

Revised October 13, 2011, November 27, 2012, October 10, 2013, November 20, 2014, October 2018, November 12, 2020, November 18, 2021, January 13, 2022, September 14, 2024, November 17, 2025

Deadlines: All articles must be submitted electronically in word format by the submission deadlines (May 1st for the summer edition and November 1st for the winter edition).

Articles submitted after the respective deadlines will be considered on a case-by-case basis and may be kept on file for a future edition of the publication.

Permission:

It is the responsibility of the author to check with their employer, where appropriate, regarding approvals for article publication. It is also the responsibility of the author to ensure that appropriate permission has been obtained to have an image (e.g., photo, logo) published in Connecting Voices.

Images (e.g., photos/logos):

The Editorial Committee welcomes photos/logos with article submissions. It is recommended that photos be submitted in JPEG format and have a file extension of .jpg or .jpeg. EPS or GIF format is recommended for logos. All images should be forwarded as a separate attachment rather than embedded in the article.

References:

The Editorial Committee requires that article references be formatted using APA (American Psychological Association). This includes in-text citations and the associated reference list.

Advertising:

Advertising by organizations, groups or businesses is available in the Connecting Voices publication. The advertising rate card is available on the NLCSW website. Requests for advertising will be reviewed by the Editorial Committee in terms of relevancy to social work practice. All advertisements must be submitted electronically by the article submission deadlines.

Revised October 13, 2011, November 27, 2012, October 10, 2013, November 20, 2014, October 2018, November 12, 2020, November 18, 2021, January 13, 2022, September 14, 2024, November 17, 2025

Editorial Review:

The Editorial Committee reviews all submitted material for clarity and conciseness. The committee reserves the right to reject any submission or return it to the author for revision prior to publication.

Publication of submissions does not imply endorsement by the NLCSW.

Reprinting of Articles Published in Connecting Voices:

Permission to reprint articles published in Connecting Voices must be obtained from the primary author of the article and the NLCSW. Requests must be received in writing and outline the purpose for which the articles will be used.

Where permission is granted, the author and the NLCSW shall receive acknowledgment. Article text must be reproduced in its entirety, without additions or changes.

Requests for Photocopying of Articles Published in Connecting Voices:

Permission to photocopy articles published in Connecting Voices must be obtained from the primary author of the article and the NLCSW. Requests must be received in writing and outline the purpose for which the articles will be used. Where permission is granted, the article must be photocopied in its entirety.

Reprinting of Articles from Other Published Sources:

Permission to reprint an article from an outside source to appear in Connecting Voices must be obtained from the publishing source. Where a social worker is the author of the article, or a focus in the article, permission must also be obtained from the social worker prior to consideration for publication in Connecting Voices.