

INSIGHTS

CLINICAL COUNSELLING MAGAZINE

Writers' Submission Guidelines

BCACC's *Insights* magazine is a publication created for and by Registered Clinical Counsellors and allied professionals who are dedicated to enhancing the lives of clients. It aims to provide information to support BCACC members in responsive, accountable, and ethical practices.

Under the direction of our BCACC Editorial Advisory Committee, *Insights* is published three times a year by [Page One Publishing](#).

To submit an article proposal, please send an email to the *Insights* editor, Carolyn Camilleri, at ccamilleri@pageonepublishing.ca indicating your interest in writing for *Insights* and include the following information:

- Your contact details (email, phone, and location)
- A working title for your topic, with a paragraph explaining your topic and why you feel it is relevant to BCACC membership
- Any ideas you may have for sidebars/supplemental information within the article
- The approximate length (word count) of your article, if you can estimate (*Insights* articles range in length from 500 words to 2,500 words)
- Comments on sources you wish to include (if applicable)

All submissions will be acknowledged by the editor and considered for the magazine.

If your idea is accepted, you will receive additional information (deadline, word count confirmation, citation standards, editorial process details) directly from the *Insights* editor.

In order to maintain a good balance of information, as well as regional representation, we will not be able to include every article proposal we receive. However, we will retain all submissions for future consideration.

Editorial lineups are developed on an ongoing basis and are finalized approximately 12 to 16 weeks in advance of an issue. We encourage you to send in your ideas early if yours is one that pertains to a particular issue.

General themes for each issue are posted on the [BCACC website](#).

Note: these are general themes only. Each issue of *Insights* includes articles on a variety of topics. Article suggestions can be on any topic and your ideas are welcome any time.

We want you, as RCCs, to feel a strong connection to *Insights* magazine, and we encourage you to send your ideas and thoughts to the editor and to us.

Writers on Assignment

If you are interested in being a writer on assignment for *Insights* magazine but don't have a story idea in mind, we still want to hear from you.

Please email the *Insights* editor, Carolyn Camilleri, at ccamilleri@pageonepublishing.ca and include the following information:

- Your contact details (email, phone, and location)
- Your area of specialty and the general topics you are interested in writing about
- PDFs of or links to any previously published articles you have written (if applicable)

Writers should:

- Understand *Insights* does not provide remuneration for article submissions.
- Be amenable to working collegially with the *Insights* editor and have their material edited.
- Be able to provide current, referenced articles that include resources of interest for further consideration.
- Understand that if the article is not suitable for *Insights*, the editor retains the right to not publish it.

Writers may not:

- Submit articles if they are currently under a consent agreement or ethical undertaking with any professional body.
- Submit articles if they are currently the subject of an investigation or disciplinary hearing by a regulatory body in any jurisdiction.

Submission Details

Please submit articles for *Insights* as Microsoft Word files. If you are using a different program, inform the editor in advance to ensure compatibility.

Include your byline and a brief (50-word max.) bio with contact email for inclusion in the publication. If you would like to include other information or credentials, please contact the editor for assistance.

Deadlines are critical, but we may be able to accommodate conflicts that arise. If you anticipate a delay or encounter a problem, please notify the editor as soon as possible.

Writers are responsible for the accuracy of the information in their articles and for obtaining permission to use source material, if applicable.

Please note: some sources have strict usage guidelines and formatting requirements; if so, please indicate this in your article.

Insights citation formatting guidelines and samples are [available here](#).

All information and opinions within your article are your own, and the BCACC and Page One Publishing will not be held responsible.

Writers for *Insights* retain copyright for their articles. If you choose, you may submit your article to other publications; if the article is in a current issue, please contact us first.

Questions regarding editorial content or submission details can be addressed to the *Insights* editor, Carolyn Camilleri, by email at ccamilleri@pageonepublishing.ca or by phone at 250-595-7243.