2019 ASHHRA Publication Author Submission Guidelines and Content Plan

Thank you for your interest in sharing your case studies for publication in *HR Pulse*, the official quarterly magazine of the American Society for Healthcare Human Resources Administration (ASHHRA). ASHHRA seeks to fulfill its mission by offering its members information and tools that are forward-thinking and relevant to their roles as health care human resources professionals.

Contributor Guidelines

ASHHRA will consider author contributions if the following conditions are met:

- Complete the online Call for Articles.
- Email ashhra@aha.org once completed.
- Case studies must focus on a topic relevant to ASHHRA members as recommended in the 2019 Content Plan (see page 2).
- Advertorials are not acceptable.
- Your company name may appear only in the tagline at the end of the article where author contact information will be listed — you must have an author's name on article.
- Original articles submitted exclusively to ASHHRA must be emailed in a Microsoft Word document only with author's name on the article.
- Manuscript must be no more than 1,200 words in length.
- Authors must comply with all submission deadlines.

Acceptance Criteria

Case studies must be consistent with the ASHHRA mission and vision and are appropriate to the subject matter. Additionally, they must:

- Cover subject topic substantively and must have actual health care HR-related case studies or best practices.
- Present new information or add a new slant to existing practices.
- Information is technically accurate with sources cited at the end (no opinions).
- Written permission of interviewees must be submitted to ASHHRA.
- Quoting individuals must be sourced at end of article (e.g., Last name, first name. Personal Interview. 27 April 2015).

Review Process

All stories undergo an ASHHRA review process.

- There is no guarantee a submission will be published.
- All submitted manuscripts accepted for publication are subject to editing.
- All submitted manuscripts become the property of ASHHRA once published (per agreement form signed by author).
- All submissions should be written in the AP editorial style.

2019 Content Plan for Editorial Topics

Articles must be submitted to ASHHRA Call for Articles.

Q1 Spring 2019
Community Citizenship
Articles due Dec. 1, 2018; Mail Feb 7, 2019

Subject matter may include:
- Workforce planning with educational, corporate and/or organizational partners.
- Importance of community engagement in workforce pipeline planning.
- Trends in recruitment for new roles in the health care field.
- Information on community engagement on social determinants of care (i.e., housing, food, etc.).
- Improvement of community health care based on equity of care model.
- Example or case study on your organization's development and growth of health care careers.

Other ideas:
- Health Care HR Week, March 10 - 16, 2019

Q2 Summer 2019
Health Care Business Knowledge
Articles due March 12; Mail May 15, 2019

Subject matter may include:
- Meeting the challenge of regulatory compliance.
- Training HR professionals on the financial aspect of health care human resources.
- Cybersecurity's impact on HR.

Q3 Fall 2019
HR Delivery – Conference Issue *Connect. Innovate. Transform.*
Articles due June 11; Mail Aug. 13, 2019

Subject matter may include:
- Technology that has improved productivity/efficiency within an organization.
- Case study of an organization that has transformed using metrics and benchmarking data.
- Labor relations issues and experiences.
- Case study highlighting creative benefits development and delivery for the millennial populations.

Other ideas:
- Featured exhibitors (create sponsorship opportunity).
- Learning session speaker article.

Q4 Winter 2019
Personal Leadership
Articles due Sept. 10; Mail Nov. 7, 2019

Subject matter may include:
- Accolades given to an individual/organization that has demonstrated the mission and vision of their organization.
- Improved community relations fostered through collaboration within the organization.
- HR's role in encouraging learning and self-growth.
- Leading cultural change in the age of mergers and acquisitions.