

## ***Compliance Today Magazine***

***Compliance Today (CT)*** is a monthly magazine published by the Health Care Compliance Association (HCCA) for its members. *CT* provides healthcare compliance related articles, written by and for HCCA members as well as by other healthcare compliance professionals.

Our purpose is to provide our readers/members with current healthcare compliance-related information that they may put into immediate use in their daily work. To this end, we ask authors, when the topic permits, to *include action steps and compliance tips within submitted articles*.

### **Caution:**

- *We do not accept white papers for publication in **Compliance Today**.*
- An article cannot be a platform for marketing any products or services.
- An article submission must be received with the understanding that it is *not* under consideration by any other publication, has not been previously published, **and has not been viewed by the public.**

We have a readership of more than 12,000+ HCCA members and distribute approximately another 1,000 at trade shows, conferences, etc.

Below is a listing of ***Compliance Today*** deadlines:

May 15 (may be published in Aug 2024)

June 15 (may be published in Sep 2024)

July 15 (may be published in Oct 2024)

Aug 15 (may be published in Nov 2024)

Sept 15 (may be published in Dec 2024)

### **Submission requirements:**

Compliance Today article word count is between 1,600-3,200 words. Articles that exceed 3,600 words may be returned to the author. Articles that do not meet all requirements will not be considered for publication.

- Submissions must not be under consideration by any other publication at the time they are submitted to *CT*.
- A signed copyright transfer form by each author and completed author contact forms.
- A headshot of the author: a high-resolution (300 ppi) color photo.
- A list of five “takeaways” (i.e., informative, key points the author would like the reader to understand and remember- *5 bulleted things the reader will know after reading the article*), in bullet format and complete sentences. Takeaways should be no longer than 25 words. In *Compliance Today*, this bulleted list appears after the conclusion of the article.
- The number of authors are limited to three.
- Optional: Links to personal social media (blogs, Twitter, LinkedIn, etc.)

### **Formatting requirements:**

- *CT* uses *The Chicago Manual of Style* as the standard format – our Copy Editor will edit for this.
- Submissions should be Microsoft Word documents with very limited formatting.
- Any charts, graphs, and diagrams must be created in PowerPoint, Excel, or other editable vector art (e.g., Adobe Illustrator). Scanned images are not acceptable (inserting an image into these programs does not constitute being created by them).
- Title must be **10 words or less**.
- A word count of **1,600–3,200 words**; Articles that exceed 3,600 words will be returned to the author.
- Insert short sub-headlines where appropriate (usually, after 3 paragraphs) This helps to visually “break down” the text for readers..
- Citations should be listed as endnotes (not footnotes); **one citation per number**.
  - Legal references should be formatted according to *The Bluebook* standards.
    - **Example (a specific section of a federal statute)**  
21 U.S.C. § 387.
  - All other references should be formatted according to *Chicago* style.
    - **Example (a magazine article):** JoNel Aleccia and Melissa Bailey: “No One is Coming’: Hospice Patients Abandoned At Death’s Door” *Kaiser Health News*; October 26, 2017. Available at <https://khn.org/news/no-one-is-coming-hospice-patients-abandoned-at-deaths-door/>

Articles that do not meet all requirements will not be considered for publication. *Articles are accepted on a first-come, first-served basis (i.e., as articles are received). Space is not saved or guaranteed.*

If you have any questions contact Scott Moe, Editor, ***Compliance Today*** at: [scott.moe@corporatecompliance.org](mailto:scott.moe@corporatecompliance.org) or by telephone at 952-567-6207.

SCCE & HCCA’s publications must maintain a politically neutral perspective since compliance professionals are required to comply with applicable laws and regulations, regardless of how they may view the politics that surround them. Thus, when talking about a specific compliance or ethics issue, please keep the focus on the job-related challenges, potential solutions, and strategies and tactics that contribute to the solutions. Discussions of political views or even political climate will only serve to muddy our intended focus.

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