



British Association for Community Child Health

BACCH News

Author Guidelines

Introduction

- The British Association for Community Child Health (BACCH) is the professional membership organisation for doctors and other professionals working in Paediatrics & Child Health in the community. Most members are Community Paediatricians or CCH trainees based in the UK, but healthcare professionals from a range of backgrounds who have an interest in community child health are also welcome to join.
- *BACCH News* is the quarterly newsletter of the Association, published in March, June, September, and December.
- All BACCH members receive a paper copy of *BACCH News* via post, and a PDF copy is also made available as member-only content on the BACCH website.
- The printed newsletter is in A4 format and usually 24 pages (ranging from 20 to 28 pages).

Interested in writing for BACCH News?

- If you are interested in writing an article for *BACCH News*, we would love to hear from you.
- We accept a range of article types including (but not limited to): short reports, original research, review articles, case studies (anonymised), opinion pieces, book reviews.
- We also welcome articles written by patients and families.
- If you have an idea for an article but would like to discuss this further, then do not hesitate to contact the BACCH office (bacch@rcpch.ac.uk), or you can contact the Newsletter Editor (Alison.kelly@ggc.scot.nhs.uk) or Trainee Newsletter Editor (Philippa.stilwell@nhs.net) directly.
- If you would like to see examples of previous newsletters, please contact the BACCH office using the details above.

Submission guidelines

- We welcome articles up to 1,000 words in length. If you would like to submit a longer article, please contact the Editor to discuss this further. If there is a good reason, we may accept longer articles. Please include the word count at the bottom of your article.
- Submit articles as a Word document and send any/all tables and image files used therein separately (as well as embedded in Word doc, so we know where they are intended to be placed in your article).
- Any image files should be as high resolution as possible.
- Please reference any images and check whether subject to copyright.
- Please spell check your document before submission.
- The preferred reference style is [Vancouver](#). All references should be cited in the main text in numerical order. Please ensure referencing is consistent throughout your article and that all references are displayed using the same format.
- Please ensure the article has a clear title and subtitle.
- Please ensure the name(s), job title(s), department(s), and institution(s) of all authors are included at the bottom of the article (before the references).

- Please indicate if you are happy for the corresponding author's email address to be included. This will be visible to all BACCH members who subscribe to the newsletter.
- Acronyms and abbreviations should be used sparingly and fully explained when first used. Abbreviations and symbols must be standard.
- Please include any acknowledgements, competing interests or funding statements.
- Please submit articles to the Editor Alison Kelly (Alison.kelly@ggc.scot.nhs.uk) (cc the BACCH office: bacch@rcpch.ac.uk).
- Articles are not formally peer reviewed by external reviewers but an internal peer review process does take place. If your article is deemed to require revisions, we will let you know and give you the opportunity to revise your article.

Deadlines for enquiries and article submissions

Enquiry to Editor about article submissions	Submission deadline	Publication of BACCH News*
10 February	15 February	15 March
10 May	15 May	15 June
10 August	15 August	15 September
10 November	15 November	15 December
*BACCH News in a PDF version will usually be available for members on the BACCH website the week before the stated dates.		

Thank you very much and we look forward to hearing from you!

The BACCH NEWS Team

Last updated: March 2021