

## Western Victoria Primary Health Network (PHN) Editorial Policy & Guideline

*Submissions for publication via Western Victoria PHN communication channels*

Western Victoria PHN supports the meaningful exchange of information to help create an environment that fosters the continuation of knowledge, thought leadership and an exchange of information with its stakeholders.

Current Western Victoria PHN external communication channels include:

- Westvic News
- Western Victoria PHN website
- Social media platforms – Facebook, Twitter and Instagram

Articles and information that is or could be of interest to our Western Victoria PHN stakeholders is welcome. However, Western Victoria PHN reserves the right to exercise its editorial judgment and reject any article or information at any time for any reason.

Editorial decisions to publish or not to publish submitted information are made at the discretion of Western Victoria PHN and are based on factors including but not limited to: relevance to the industry, interest to readers, timeliness, as well as space limitations within the given publication or online platform.

Submit only complete articles or information, rather than outlines or pitches. Western Victoria PHN will not consider partially completed articles. All submissions will be edited for accuracy, clarity, quality and length.

Submissions may include any applicable charts, graphs and images, but we typically cannot run every chart, graph or image due to space constraints. Please provide applicable labeling and caption information with these submissions. It is the author's responsibility to secure the publishing rights to any charts, graphs or images submitted. Submitted charts, graphs and images should not be embedded in Word documents but saved separately as a TIFF, EPS, or JPEG file at 300 dpi resolution. Photos should be the largest, high-resolution file size possible.

Submitted content should not be self-promotional in any way. Write for your peers and your industry.

Please note that no editorial content, published through Western Victoria PHN channels, is influenced by advertisers, private or industry sponsors, members or donors.

**Send all submissions to:** [communications@westvicphn.com.au](mailto:communications@westvicphn.com.au).

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### **Geelong**

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### **Horsham**

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### **Warrnambool**

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Together with our partners and communities, Western Victoria PHN identifies priority health care needs, improves access through government funding, and co-designs localised solutions to improve health care systems across western Victoria.