

SUBMIT

2020

Article Submission Guidelines

EMSDIRECTOR magazine is a quarterly-printed publication that was originally developed in 2014 for clients of EMERGENCY MEDICAL SOLUTIONS llc, but was re-launched as a national publication for any & all EMS professionals in 2018. Since its re-launch, the publication has grown to include over 20 re-occurring columns, multiple sponsored content columns, increased advertising space, and additional insights spread over 60+ pages (with more pages projected throughout 2020). Its goal is to provide PROFESSIONAL DEVELOPMENT for EMS, and its audience includes EMS directors, chiefs, administrators, managers, supervisors, field training officers, clinicians, and other decision-makers from throughout the industry. As of the transition from 2019-2020, the magazine is circulated to over 700 individuals spread over nearly all 50 states in the U.S., as well as a small audience in three additional countries.

As of mid-2019, the magazine began a partnership with the National EMS Management Association (NEMSMA) to become its official publication. Through this partnership, all NEMSMA members receive a subscription coinciding with their association membership.

Each magazine is digitally-printed in full-color, 8.5" x 11" in size, and is mailed directly to each subscriber within the defined quarter. Options also exist for bulk orders, where EMS agencies can take advantage of receiving multiple copies of each magazine at a discounted rate, sent to a central location. Individual subscriptions cost \$25 per year, with renewals only costing \$20 thereafter. Contributors to the magazine have varied professional backgrounds from throughout the EMS industry and include EMS directors/chiefs, training officers, billing company representatives, and consultants.

Q1 – JAN/FEB/MAR
Q2 – APR/MAY/JUNE
Q3 – JULY/AUG/SEPT
Q4 – OCT/NOV/DEC

Article & advertisement submission deadlines & criteria are updated on our website.

www.emsdirector.com



EMSDIRECTOR

PROFESSIONAL DEVELOPMENT for EMS
www.emsdirector.com

A Consulting SOLUTION provided by
EMERGENCY MEDICAL SOLUTIONS llc

CRITERIA

Submission of content, including articles and/or images/pictures, does not guarantee its publication by Emergency Medical Solutions, LLC (EMSIllc) and *EMS Director*™ magazine. If submitted content is considered for use, EMSIllc reserves the right to edit such content to fit the specifications of the printed publication and editing standards. After submitted to EMSIllc, any revised content or edits may be returned back to the submitting party for review. Due to printing timelines, however, this may not always be possible.

Submitted content should be emailed to EMSIllc and meet the following criteria:

- Microsoft Word document
- Single-space after periods (preferred)
- Include a working title and/or subtitle (it is not guaranteed that the submitted title is used)
- Images/pictures may be sent either as their own item, or within a Word document for retrieval (images not required)
- Credits/references in the form of typed footnotes at the end of the document are preferred. Please do not hyperlink or integrate credit marks into the working document, as this can create editing issues. Instead, type the following in superscript after the sentence, and then reference it at the end of the article as such. ^[1]
- Word count guidelines:
 - Short articles: 300-400 words
 - 1-page articles: 700-1000 words
 - 2-page articles: 1200-1500 words

Various re-occurring columns do exist within each publication, as well as a different theme for each issue. Below are examples of some of the columns that submitted content may be aligned with or designated for. As a note, submitted content is not required to meet the outline of a particular issue's theme, however, submitted content may be reserved for publication until a later date in order to best align with a given printed issue. Themes are announced by Tim Nowak, Editor-in-Chief, via LinkedIn.

Featured Article
Added Focus
Management
Leadership
Mentor Corner
10 Tips

Finance &
Reimbursement
Reporting & Data
Management
Quality Assurance
Information &
Marketing

Logistics
EMS Society
Culture of Safety
Human Resources
Recruitment &
Retention

Operations
EMS Command
Compliance &
Standards
MIH/CP

EMS Educator
Clinical Focus
Preparedness &
Public Health
Healthcare Focus
Medical Oversight

Additional *Featured Discussion* and *Professional Review* sections of the magazine also offer the opportunity to provide content specific to a determined topic or debate. Updated *Featured Discussion* topics will be announced via LinkedIn by Tim Nowak, Editor-in-Chief.

COPYRIGHTS

By submitting an article or any other content for publication, the submitting party (author) agrees that the content provided is wholly-owned and is the content property of their individual self or company of representation. Also, by submitting an article for review, the author verifies that the submitted work has not been submitted to another publication for consideration or print; which may be in violation of that publication's future submission criteria. The submitting party agrees for EMSIllc to print this content for the purpose of distribution to its own clients/subscribers. EMSIllc maintains copyrights over the final printed publication (*EMS Director*™), while the submitting party is granted copyrights over the originally-submitted content and may offer it for print in other publications and professional trade journals at his/her/their own discretion. These publications, moreover, may require individual disclosure for any submission/publication of this work as a stipulation of their own submission requirements.

EMSIllc holds no responsibility if the submitting party knowingly or un-knowingly violates any prior copyright commitments or regulations in regards to his/her/their submitted content. It is the responsibility of the submitting party to follow applicable copyright, trademark, and/or reference/citation criteria related to the submitted content.

PURCHASE & PAYMENT

As of the present, EMSIllc is not in a position to offer payment or purchase the rights to utilize & print submitted content. In exchange for such content, EMSIllc is agreeing to offer the submitting party a printed copy of the magazine issue that the submitted content is printed in. Additional independent agreements may be negotiated.

DISCLAIMER

Submitting content, or having it published, does not grant the author rights as neither an employee or contractor of EMSIlc or its partnering organizations. The relationship established is voluntary, at-will, and does not guarantee privileges to future publication of submitted work.

DEADLINES & REVIEW

All content submitted is subject to review, approval, and/or denial by the editorial board/team of *EMS Director*[™] and EMSIlc. There is no guarantee that submitted articles or works will be published in a presently-constructed issue of the magazine as timelines, themes, available space, and additional contributions may necessitate any article's publication in a later issue.

Deadlines are generally established as the 1st of the month prior-to the next quarter's beginning. As an example, the Quarter-1 (Q1) publication is dated for January-February-March, and the preferred deadline for submission would be (the prior) December 1st. This allows for ample review/editing periods and physical magazine design. Submitters/authors will be notified via email if their article(s)/work(s) are selected for publication during a given publication quarter/period/issue.

ATTESTATION

By submitting content for print & publication in *EMS Director*[™] (for use by EMSIlc), you are agreeing to the aforementioned guidelines.

Additional questions can be referred to:

- emsdirector@emergencymedicalsolutionsllc.com
- www.emsdirector.com www.emergencymedicalsolutionsllc.com
- LinkedIn: Tim Nowak (Editor-in-Chief)

Thank you for considering an article submission to EMS Director[™],

Tim Nowak, Founder & Editor-in-Chief