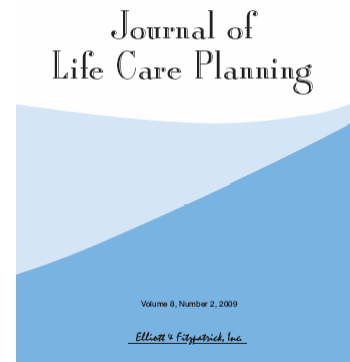


Guidelines for Authors

Purpose and Objectives

The *Journal of Life Care Planning* publishes referred education and research materials relevant to the practice and processes of life care planning. The specific objectives of the Journal are as follows:

1. Publish materials which will add to the growing literature base of the practice of life care planning.
2. Provide the professional field with information regarding events and developments important to the practice of life care planning.
3. Provide a forum for the debate and discussion of practice issues.
4. Promote professional practice by addressing issues relevant to certification, ethics, standards of practice and research methodologies.
5. Promote advanced practice through the publication of pre-approved continuing education feature articles.



Manuscript Preparation

Submission of articles and manuscripts consistent with the objectives of the *Journal* are welcome. In the preparation of any submission to the *Journal*, please carefully consider the following:

1. The manuscript should be prepared in APA style. Refer to the *Publication Manual* of the American Psychological Association, Fifth Edition (A copy may be obtained from APA, 750 First Street, NE, Washington, DC 20002-4242).
2. Manuscripts should be submitted in triplicate along with disk (Preferred format: DOS compatible in either MSWord or WordPerfect) to the *Journal* Editor.
3. Avoid footnotes if at all possible and use tables and charts sparingly.
4. Place identifying information (Name(s) of author(s), addresses, employment, etc.) only on a cover page in order to facilitate the blind review process.
5. It is expected that most manuscripts will need some revision or enhancement following the *Journal's* review process. The final draft of a revised manuscript should be resubmitted to the Editor on disk with one hard copy.
6. Submit only original work, and never work that has been previously published or copyrighted. Please do not submit manuscripts that are under consideration at another source. Quoting from other sources is permissible, but only if carefully documented and referenced. Plagiarism in any form is considered unethical.
7. Use proper language with regard to a person's sex and/or disabling condition.
8. All manuscripts, if published, (hard copy and disks) become property of the *Journal*. Manuscripts that are not published will be returned to the author(s). However, the author(s), not the *Journal*, are responsible for the views and conclusions of a published manuscript.
9. The Editor, and the Editorial Board, have broad latitude in deciding the disposition of an article or manuscript. Issues of relevancy, quality of writing, and adherence to the guidelines for preparation are critical. Manuscripts may be returned without comment to the author, especially if no peer review is involved.
10. Submit articles and manuscripts to Debra E. Berens, Editor, 1156 Masters Lane, Snellville, GA 30078, debra.berens@comcast.net, (770) 978-9212.