



child, youth
and family

A service of the Ministry of Social Development

Social Work Now

INFORMATION FOR CONTRIBUTORS

Child, Youth and Family, a service of the Ministry of Social Development (MSD), welcomes submissions for *Social Work Now* on topics relevant to social work practitioners and social work which aim to promote professionalism and practice excellence. *Social Work Now* is a publicly funded journal which is available free of charge and submissions published in the journal are made available on the Child, Youth and Family website (www.cyf.govt.nz/SocialWorkNow.htm) and through electronic library databases.

Submissions

We seek articles from knowledgeable professionals. Each edition of social Work Now focuses on a specially selected theme.

Submission may include:

- **Substantive articles:** Substantive articles of around 3,000–4,000 words focusing on a theme are generally requested by specific invitation to the author by the editor or the Chief Social Worker. If you would like to submit an article, please contact the editor on (04) 918 9446 or email Kelly.anderson001@cyf.govt.nz
- **Practice articles:** Contributions for practice articles are welcomed from social workers, other Child, Youth and Family staff and professionals working within the wider field. Articles can include accounts of innovative workplace practice, case reports, research, education, review articles, conference and workshop reports, and should be around 1,000–2,000 words.
- **Reviews:** We also welcome book reviews and these should be around 500 words.

We appreciate authors may be at varying levels of familiarity with professional journal writing and for those less used to this style, we hope this won't be a barrier to approaching *Social Work Now*. We are always available to talk through ideas and to discuss how best to present your information.



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If you would like to submit an article or review to *Social Work Now*, or if you have any queries please contact Kelly Anderson, manager professional practice, Office of the Chief Social Worker.

Submissions may be sent by email to socialworknow@cyf.govt.nz

Editorial Requirements

The guidelines listed below are a summary of the *Social Work Now* editorial requirements. If you would like to discuss any aspect of them, please get in touch with the editor.

All work must be the original work of the author/s, have altered names and other details to protect client confidentiality and show (where relevant) that the case has been followed up over a specified period.

Submissions should not have been published before or be under consideration for publication elsewhere; should not contravene any laws, including those of defamation and privacy; should disclose any conflict of interest; and should meet any applicable ethical or research standards. Submissions should not violate a third party's intellectual property rights and the authors will have obtained any permissions, should these be required for material sourced from other copyrighted publications, etc. MSD reserves the right to consider publishing any submission in *Social Work Now* that has been published elsewhere, where the required permissions have been obtained, but preference will be given to original submissions.

All articles will be considered by staff in the Chief Social Worker's Office and regional practice advisors.

The Ministry of Social Development will not make any payment for contributions to *Social Work Now* and does not hold itself responsible for statements made by authors.

Referencing

Please keep notes to a minimum and follow the referencing format in this issue. References should only include publications directly referred to in the text and not be a complete review of the literature (unless that is the purpose of the article). Photographs and illustrations are always welcome (black and white or colour).



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