



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

Larry Hogan, Governor - Boyd Rutherford, Lt. Governor - Van T. Mitchell, Secretary

Call for Newsletter Submissions

Health Action Newsletter of the State Health Improvement Process (SHIP)

Background

The Health Action Newsletter is accepting article proposals. The Health Action Newsletter is the official newsletter of the State Health Improvement Process. The State Health Improvement Process (SHIP) is housed in the Office of Population Health Improvement (OPHI) within the Maryland Department of Health and Mental Hygiene (DHMH). We need input from partners like you to make this publication engaging, relevant, and timely for our readers. Our readers range from non-profit organizations, governmental agencies, for-profit companies, to individuals. The newsletter will be distributed to all those subscribed to our listserv, as well as posted on our SHIP website, Facebook, and Twitter.

Thank you for having our newsletter in mind to enhance health action in Maryland. Please familiarize with past articles below. Article submission instructions follow.

Newsletter Areas of Focus

Below you will find sample topics of past newsletter articles.

Webinars

Cultural competency in disease intervention
Reimbursement in Diabetes Care
Tactical urbanism to promote physical activity

Other

Telehealth grant
21% increase in fatal overdoses in 2015
May is mental health month
New research findings

Events

Public Health Informatics Conference
Open forum for quality improvement
National Reproductive Health Conference

Newsletter Submission Guidelines



State Health Improvement Process (SHIP)

Email | dhmh.MarylandSHIP@maryland.gov

Web | dhmh.maryland.gov/SHIP

Facebook | facebook.com/MarylandSHIP

Twitter | twitter.com/MarylandSHIP

last updated: October 21, 2016

Questions or comments about submitting a newsletter: dhmh.marylandship@maryland.gov

- Identify a newsletter “area of focus” that matches your piece; see “Newsletter Areas of Focus”
- Keep article word count below 100 words, as much as possible.
- Photo submissions (optional):
 - JPEG, GIF, or PNG format
 - A signed “DHMH Media Release Form” or other written consent is strongly recommended if the photo shows a person’s face
 - Email all content with subject line “SHIP Newsletter Submission” to dhmh.marylandship@maryland.gov.
- Deadlines for receiving pieces are determined by the content of your article. If your piece:
 - Has no deadlines (e.g., health information): ongoing basis
 - Does have a deadline: 2 weeks before event deadline (e.g., before registration is closed or while early bird registration is still open)
- Please anticipate that your article may be revised. If you require final approval of the revised article’s content before posting, please request this in your submission email.

Frequently Asked Questions

Question: May you list the presenter’s name in the article?

Answer: We include a link to the event’s page so that readers may access up-to-date information. We generally do not include the names of presenters; exceptions include Secretary of DHMH, Surgeon General, etc.

Question: Can you include the time of the event?

Answer: We include a link to the event’s page so that readers may access up-to-date information.

Question: I have changes to make to my article’s composition. Can I make them?

Answer: When we revise articles, we use the Associated Press (AP) Style formatting for guidance. For more information on this style, please click here: <https://owl.english.purdue.edu/owl/resource/735/02/>

Question: My event is in a week and a half, may I advertise in your newsletter?

Answer: In response to our readers’ feedback, we try not to publish articles that have deadlines of less than a week.



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