



## **GUIDELINES**

- Topics can be suggested by section members, members of the APTA, the general public, or the web tip coordinator
  - Tips should be directed toward topics pertaining predominately to women
  - Tips should be less than two standard, double-spaced, typed pages in length
  - Tips should be written in language easy to understand by those without a medical background, i.e., at the 6th-8th grade reading level
  - The web tip coordinator and media staff reserve the right to edit tips to bring them to the appropriate reading level. Edited tips will be returned to the writer for final approval
  - Tips are due 30 days prior to the publication date on the web (usually the 1st day of the preceding month).
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- Information supplied should be evidence-based, and references given if available