

FOCUS EDITORIAL POLICY

FOCUS: Faith and Practice Magazine is a publication of the Christian Medical and Dental Society (CMDS) which has a Statement of Faith that holds to an orthodox Christian understanding of Jesus Christ and essential Biblical truths.

Our readers are students, practitioners, retired health care professionals, and others concerned with contemporary issues about Christianity and healthcare.

The purpose of FOCUS is to act as a forum in which Christian health care professionals may exchange information and experiences to encourage one another in the integration of their Christian faith and practice.

A. PUBLICATION OF ARTICLES

1. FOCUS articles reflect the beliefs and interpretation of the authors and do not necessarily reflect the official positions of CMDS. This disclaimer applies to articles, not to editorial comment.
2. FOCUS is an informative, practical resource of feature articles, letters, devotionals, opinions, creative writing, and commentary that will deepen and broaden our understanding of the Word of God as it applies to our daily lives and professional practices.
3. FOCUS may have a unifying theme in each issue consisting of feature articles and departments (Editorial, Letters, Faith in Practice, Opinion, Student/Resident Issues, and Reviews) for “branding” from one issue to the next.
4. FOCUS articles are proactive and reactive, at times provocative, expressing conscientious positions and differences to allow new insights and to stimulate discussion.
5. FOCUS asks how Christian ideas of good and evil are incorporated into the daily practice of medicine and dentistry.
6. FOCUS seeks to share those strategies that are particularly effective, or ineffective, in communicating Christian perspectives to the people to whom physicians and dentists relate in their practice settings.
7. FOCUS accepts manuscripts by fax, e-mail or by post to the FOCUS Editor,
Unit B 246 Main Street, Steinbach, MB R5G 1Y8
Tel (204) 326-2523 Fax (204) 326-3098 Email: comdir@cmdscanada.org
Submissions may range from 200 to 3,000 words.
Manuscripts shall include a name, address, phone number and email.

B. COMPLAINTS

If a reader of FOCUS has a complaint about the magazine they may make their complaint known to the editor. If they feel it is not dealt with satisfactorily they may then discuss their concern(s) with the Executive Director. Final recourse may be made to the President of CMDS

C. FISCAL ARRANGEMENTS AND DISTRIBUTION

1. Publication costs are paid by CMDS.
2. FOCUS is distributed to the following groups and names are removed after 3 years without contact.
 - a. Members of CMDS
 - b. By subscription at cost to non-members

D. FOCUS EDITORIAL BOARD

The Editorial Board shall:

- provide strategic direction for FOCUS
- assist the Editor in gathering materials and writing articles
- review all material with respect to CMDS' Statements of Belief and the purpose of FOCUS

The members of the editorial board will be nominated by the Executive Director and approved by the CMDS Board to serve a two year term. This editorial board will ideally consist of:

- FOCUS Editor
- 2 members of CMDS
- 1 medical or dental student
- 1 medical or dental resident
- President of CMDS, ex-officio
- Executive Director
- External consultants as required

While serving on the Editorial Board, it is expected that only opinions consistent with the Statement of Faith will be publicly expressed by the FOCUS Board members.

In the absence of consensus about an article, the vote to accept the article must take place before publication.

E. EDITORIAL BOARD VISITORS

Visitors are welcome at any editorial board meeting.

The following process assists optimal functioning of the board.

1. Advance notice to the board is necessary for time and agenda planning.
2. Permission to attend is requested of the Editorial Board Chair who may include the Executive Director and/or other board members in the decision process.

If acceptable to the Chair, visitors may be present in one of two ways:

- As observers who may comment and enter into discussion only at the invitation of the Chair. They do not have a vote. They may stay for the length of the meeting, but leave if an "in camera" session is required.
- As a delegation of one or more persons. The delegation must identify the issue on which they wish to make a presentation to the board, make the presentation, and leave.