

CRITERIA FOR NEWS RELEASES
FROM NNECOS MEMBERS OR MEMBER INSTITUTIONS
NNECOS Board Develops Policy for
News Releases in Newsletter and On Website

As the voice of oncology in our region, NNECOS frequently receives requests to pass along information to our membership via our website and/or our e-newsletter. In response to such requests, the NNECOS Board of Directors has developed a policy addressing such requests, detailed below.

1. The subject of the news release must pertain to cancer education, research or to a community service activity related to cancer.
2. News releases may be submitted only by legally constituted organizations such as not for profit corporations, licensed educational institutions, physician practices, or charitable organizations. Cancer education, research and or community service should be a major part of an institutions mission in order to submit a news release to NNECOS.
3. Subcommittees, departments or work groups etc. of appropriately constituted organizations may not submit news releases independent of their parent institution.
4. There may be no more than 50 words of copy in the news release. A group or institutional logo no more than 1 inch in height may be included.
5. The format and placement of the announcement in NNECOS publications will be at the sole

discretion of NNECOS. The NNECOS executive committee reserves the right to accept or reject any announcement at its sole discretion.

6. Submissions (copy and graphics) should be submitted electronically to nnecos@comcast.net .
7. Groups, practices, and institutions are limited to no more than two announcements per quarter.
8. Announcements for the quarterly e-newsletter must be submitted based on the following schedule. Submissions received after the deadline will be considered for inclusion in the next issue:

9. Newsletter Issue	Submission Deadline
Spring	March 1
Summer	June 1
Autumn	September 1
Winter	December 1

10. Announcements submitted for inclusion on the NNECOS website will be received at any time, and updated no less than quarterly, on or about the time of publication of the e-newsletter.
11. Questions about submissions to the NNECOS Announcement Service may be forwarded to nnecos@comcast.net.

