

***Divisions Dispatch* 2025 submission guidelines & schedule**

(Updated: December 6, 2024)

Divisions Dispatch is a twice-monthly e-newsletter informing local division members and their staff about important news, policy changes, practice supports, and conferences/events.

Divisions Dispatch functions like a table of contents, providing just enough information for readers to decide whether to click the link (to your website, PDFs hosted there, etc.) Content is edited to match this style.

Stories are subject to approval by Family Practice Services Committee (FPSC) senior staff as guided by feedback from local division members, coordinators, and executive directors.

Content guidelines:

- Informative, timely, free from opinion.
- 150 words maximum.
- Must include a direct link to the full information, or a contact phone number or email.
- No graphics or attachments.
- Clear indication of time commitment, deadline, or cost (when applicable).

Please send *Divisions Dispatch* submissions to divisionscommunications@doctorsofbc.ca. Approval is based on several factors; if your story is omitted, it may appear in a future issue.

Webinars and continuing medical education (CME)

Divisions Dispatch doesn't advertise third-party or company-sponsored CME events, but may make exceptions when:

- One or more divisions are closely involved.
- The session is offered at no cost.
- The subject is often requested by divisions.

For general CME advertising, please contact Tara Lyon (journal@doctorsofbc.ca) at the BC Medical Journal.

Divisions Dispatch 2025 schedule

(Dates subject to change without notice)

Distribution date	Content deadline
Wednesday, January 15	Wednesday, January 8
Wednesday, January 29	Wednesday, January 22
Wednesday, February 12	Wednesday, February 5
Wednesday, February 26	Wednesday, February 19
Wednesday, March 12	Wednesday, March 5
Wednesday, March 26 <i>*to be confirmed</i>	Wednesday, March 19
Wednesday, April 9	Wednesday, April 2
Wednesday, April 23	Tuesday, April 15
Wednesday, May 7	Wednesday, April 30
Wednesday, May 21	Wednesday, May 13
Wednesday, June 4	Wednesday, May 28
Wednesday, June 18	Wednesday, June 11
Wednesday, July 2	Wednesday, June 25
Wednesday, July 16	Wednesday, July 9
Wednesday, July 30	Wednesday, July 23
Wednesday, August 13	Wednesday, August 6
Wednesday, August 27 <i>*to be confirmed</i>	Wednesday, August 20



Wednesday, September 10	Wednesday, September 3
Wednesday, September 24	Wednesday, September 17
Wednesday, October 8	Wednesday, October 1
Wednesday, October 22	Wednesday, October 15
Wednesday, November 5	Wednesday, October 29
Wednesday, November 19	Wednesday, November 12
Wednesday, December 3	Wednesday, November 26
Wednesday, December 17 <i>*to be confirmed</i>	Wednesday, December 10