

Request for Proposals

Journal of Aging Life Care™

The **Aging Life Care Association®** invites proposals for articles in the *Journal of Aging Life Care™* in accordance with the standard terms and conditions and specifications set forth in this Request for Proposals (RFP). For more information on the Association, please visit www.aginglifecare.org.

Association Summary

WHAT IS AN AGING LIFE CARE PROFESSIONAL?

An Aging Life Care Professional (ALCP), also known as a geriatric care manager, is a health and human services specialist who acts as a guide and advocate for families who are caring for older relatives or disabled adults. The ALCP is educated and experienced in any of several fields related to Aging Life Care / care management, including, but not limited to counseling, gerontology, mental health, nursing, occupational therapy, physical therapy, psychology, or social work; with a specialized focus on issues related to aging and elder care.

WHAT IS AGING LIFE CARE™?

Aging Life Care™, also known as geriatric care management, is a holistic, client-centered approach to caring for older adults or others facing ongoing health challenges. Working with families, the expertise of ALCPs provides the answers at a time of uncertainty. Their guidance leads families to the actions and decisions that ensure quality care and an optimal life for those they love, thus reducing worry, stress and time off from work for family caregivers through:

- Assessment and monitoring
- Planning and problem-solving
- Education and advocacy
- Family caregiver coaching

AGING LIFE CARE PROFESSIONALS® - THE EXPERTS IN AGING WELL

The expertise of Aging Life Care Professionals (ALCPs) can be summarized into 8 knowledge areas:

Health and Disability. From physical problems to mental health and dementia-related problems, ALCPs interact with the health care system effectively and frequently. Care Managers attend doctor appointments and facilitate communication between doctor, client, and family. These professionals help determine types of services – including home health and hospice – that are right for a client and assist in engaging and monitoring those services.

Financial. Services may include reviewing or overseeing bill paying or consulting with a client's accountant or Power of Attorney. ALCPs provide information on Federal and state entitlements, connecting families to local programs when appropriate. They also help clients and families with insurance concerns, claims, and applications.

Housing. ALCPs help families and clients evaluate and select appropriate level of housing or residential options.

Families. ALCPs help families adjust, cope and problem-solve around long-distance and in-home caregiving, addressing care concerns, internal conflicts and differences of opinion about long-term care planning.

Resources. ALCPs need the resources available to their clients, this could include services, technology or innovative programs.

Advocacy. ALCPs are strong and effective advocates for clients and their families, promoting the client's wishes with health care and other providers, ensuring that client's needs are being adequately addressed.

Legal. ALCPs refer to legal experts, like elder law attorneys, estate planners, and Powers of Attorney. Some ALCPs provide expert opinion for courts in determining level of care and establishing client needs.

Crisis Intervention. ALCPs offer crisis intervention when it is needed, helping clients navigate through emergency departments and hospitalizations, rehabilitation stays, and ensuring that adequate care is available to the client. For families that live at a distance, this can be a much-needed 24/7 emergency contact.

Journal Summary

The Journal of Aging Life Care™ is peer reviewed and published twice a year by the Aging Life Care Association®. Each issue is filled with in-depth articles and case studies on clinical topics that are vital in educating Aging Life Care Managers on the latest trends, best practices, and research in the field.

Target Audience: members of the Aging Life Care Association, educational institutions offering programs in Aging/Family Studies/Care Management, other professionals working in related fields, and the general public.

Publication Schedule: Two times per year, plus additional options for special editions

Style: Print and Online

Selection Process/Schedule: Rolling/Ongoing

Journal Submission Requirements

Content: As a national professional peer-reviewed journal, the *Journal of Aging Life Care™* primarily seeks manuscripts that report original qualitative or quantitative research regarding topics of interest to our members and other professionals working in fields related to aging issues. In addition, however, general articles may include research reports, updates on professional issues, examinations of legal and policy issues, dialogues and debates, historical articles, literature reviews, opinion pieces, or projections of future trends.

Requirements: All submissions must be educational in scope and be free of commercial and/or marketing bias. Submissions that include an evidenced-based, best practice or theoretical/empirical basis are preferred. RFP submissions will be reviewed by the Editorial Board. There is no guarantee that an article will be selected and or published.

Submission Process: Please use the RFP form below to submit your proposal, including information about you, your organization, title, contact information, and CV/resume. You are asked to describe your topic, provide an outline of your proposal article, state three or more learning objectives, and explain

why your topic is important for or related to the work of an Aging Life Care Professional. You will receive a response to your proposal within 1-4 weeks of submission. If your proposal is accepted, you will be assigned an issue date and related deadlines.

The statements and opinions expressed in published articles and communications are those of the author(s). The editors and publisher of the *Journal* do not claim any responsibility for such statements. Authors are responsible for ensuring the accuracy of statements made in their manuscripts and for the accuracy and completeness of references.

Any person submitting a manuscript in so doing: (a) warrants that the manuscript, including all images and other incorporated materials, is an original work, has not been previously published, and does not infringe the copyright, trademark, patent, trade secret, or other ownership rights of any person, nor does it constitute an invasion of privacy or contain defamatory material; and (b) irrevocably grants to the Aging Life Care Association the right, in its discretion, to edit, publish, and distribute the manuscript in any forum or format. Authors retain the copyright to their individual work.

Journal Manuscript Preparation

1. Manuscripts should be submitted electronically to the Editor or to staff. All articles are reviewed by the Editor, Editorial Board, Peer Review Board, and staff. Authors will be notified as to the status of their manuscript and any required revisions. The editors reserve the right to edit for style, structure, consistency, and mechanics. An article will be returned to the author if a major revision is deemed necessary.
2. Articles should stay within the topic as outlined in RFP and contain approx. 3,000-3,500 words, including a summary/abstract (approx. 250 words) Articles can include illustrations such as charts and diagrams, as appropriate If tables or graphs are included in an article, word count will be adjusted accordingly.
3. A cover sheet should be included containing the title of the article; author's name(s), address, email address, phone number; and a brief biographical sketch of each author.
4. Titles and subheadings should be structured appropriately within the article to designate major sections.
5. Please limit references to those essential to the article. References should be cited in the text using the author's name and year of publication in parentheses. The references then should be listed in alphabetical order, double-spaced, at the end of the manuscript.
6. ALCA follows the APA Style guidelines for text and references.
7. Please have all headings and subheadings clearly marked and do not use all CAPS unless necessary.

Request for Proposal
Journal of Aging Life Care™

Name	
Title	
Organization	
Email	
Proposed Article Title	
Additional authors (if appropriate)	
Outline of Proposed Article	
At least 3 learning objectives from the content	
Explain why your topic is important for or related to the work of an Aging Life Care Manager	

Please also include a CV/Resume for each proposed author.

For questions on the RFP or to submit please contact:

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