**LIME Good Practice Case Studies Volume Five**

**Papers from LIME Connection VII**

**Submission Guidelines, and Template**

**Submission Guidelines**

* Address each section of the template. There are seven sections.
* Ensure your submission is approximately 2000 words long (1500-2500 words). If your submission is longer it will be edited to an acceptable length.
* References should be made in Harvard style (please see past volumes as a guide: <http://www.limenetwork.net.au/resources-and-publications/good-practice-case-studies>).
* Note that the LIME Good Practice Case Studies Resources have a house style and the Review Committee will edit accepted pieces for consistency of style.
* Please attach your organisation logo as a separate file, in high quality jpg/png format.

**When reviewing the paper, the Review Committee will take into consideration the following:**

* **Relevance**: How relevant, interesting and transferable the initiative is for others working in the field.
* **Evidence Base**: The extent to which the initiative contributes to the development and implementation of evidence-based practice in the field of Indigenous health and health professional education.
* **Readability:** Whether the case study is written following the seven sections of the template. Is the writing succinct, logical and clear? How well each section of the template is addressed (see template below for further requirements for each section).

**Submit your Case Study via: lime-network@unimelb.edu.au**

**Due Date: 1st March 2018**

**Good Practice Case Studies**

**Submission Template**

**1 Author(s)**

1. Title and Name; in publication order:
2. Unit/Centre/Faculty:
3. University/Organisation:
4. Contact Email:

**2 Theme:**

Choose the theme that best suits your case study:

☐ *Indigenous health teaching and learning*

☐C*urriculum development and research*

☐ *Community engagement*

☐*Recruitment and graduation of Indigenous students in health*

*professions*

☐ *Other (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**3 Introduction (approx. 500 words):**

* Clearly state details about the initiative including rationale, aims and objectives.
  + *Guides: Why was it initiated? What challenges were being addressed? What gaps were seeking to be filled?*

**4 Method / Approach (approx. 400 words):**

* Clearly state the process and approach taken to achieve aims and objectives.
* Acknowledge participants and show details of two-way processes.
* Detail the strategies to implement aims.
* Detail the methods of evaluation.
  + *Guides: What has been done? What was the process? Who was involved?*

**5 Results / Outcomes (approx. 400 words):**

* Logically arrange the results/outcomes.
* Clearly set out data, evidence and feedback.
  + *Guides: Arrange this clearly, succinctly and logically.*

**6 Discussion (approx. 500 words):**

* Ensure this section is logical and comprehensive.
* Set out the success, impacts, challenges and limitations.
* Detail how the initiative has contributed to, or supported Indigenous leadership and/or collaboration within your organisation.
* Address how the initiative will be sustained.
  + *Guides: Did the initiative achieve its aims and objectives? What has been learned? What’s next?*

**7 Conclusion (approx. 200 words):**

* Summarise key arguments and findings.
* Provide visions for the future.
  + *Guides: Be careful not to exceed the word limit here – this section needs to be succinct and clear.*