Submission Guidelines
Nova Scotia Health Authority Cancer Care Program
Calendar of Events

1. The Nova Scotia Health Authority Cancer Care Program’s Calendar of Events (calendar) will be published on the first Monday of each month.

2. The calendar will be provincial in scope and include details about:
   a. Cancer patient education sessions
   b. Cancer patient support group offerings
   c. Cancer patient quality of life offerings (i.e.: Living Beyond Cancer, topics related to physical activity during and after cancer, etc.)

3. The calendar will not promote events or programming which have a fundraising or for profit component.

4. Submissions should be emailed to cancercareinfo@nshealth.ca at least three weeks in advance of the event. Please note, submissions, by telephone, will not be accepted.

5. Cancer Care Program Communications staff will reach out to key provincial contacts for monthly calendar updates.

6. The calendar will be published as electronic document and will be posted on the Cancer Care section of the library website, library.nshealth.ca/cancer. A link to the calendar will be available on the Cancer Care section of the NSHA website and on our SharePoint site.

7. Cancer Care Program Communication team will also share the calendar each month through Facebook and Twitter and NSHA News.