

Greenlight Plus Publication Policy

Guiding Principles

Principle #1: In collaboration, all investigators and research staff of all participating institutions have the opportunity to participate in scientific publications.

Principle #2: Co-authorship in a scientific publication follows internationally accepted guidelines as accepted by most major scientific journals and is based on substantial intellectual contribution to the manuscript and writing.

Criteria for Authorship

All persons designated as authors should qualify for authorship. Each author should have participated sufficiently in the work to take public responsibility for the content. Authorship credit should be based only on substantial contributions to (1) conception and design, or acquisition of data, or analysis and interpretation of data; and to (2) drafting the article or revising it critically for important intellectual content; and on (3) final approval of the version to be published. Conditions 1, 2, and 3 must all be met.

This policy is in accordance with the authorship policy laid out by the International Committee of Medical Journal Editors (ICJME), which can be found at the following URL:

<http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>

Abstracts

The Consortium recognizes that meeting abstracts have different requirements, that for some investigators, abstracts to a meeting are the first step to a manuscript rather than the other way around, and that timing of submissions are often tight. The guidelines are intended to be as flexible as possible, while at the same time ensuring good communication with the Consortium, encouraging collaboration, reducing redundancy and ensuring fairness of the process. All abstracts must receive approval by the steering committee following the same process outlined below for manuscripts.

Local Presentations

The Consortium acknowledges the need, and encourages investigators and students at each site, to offer informal presentations of project details within their institution. Such local presentations do not result in any published, generally available product. No approval of these presentations is required, and they will not be tracked centrally.

Process for Submitting a Manuscript or Abstract for Publication

Prior to submission of a manuscript or abstract for publication/presentation, the steering committee must vote to approve a manuscript/abstract proposal, which will include 1) the authors included, 2) sufficient detail as to the hypothesis and analysis plan to guide a scientific merit evaluation, 3) the type of data needed, 4) who will be completing the analysis plan, and 5) a proposed timeline. The full text of the article does not necessarily need to be reviewed by the steering committee prior to submission. The details of this process are as follows:

The Manuscript Group Chair in collaboration with the Manuscript Group completes a Manuscript and Abstract Proposal form and submits it to the coordinating team at Vanderbilt. The completed form is to be reviewed and approved by all members of the Manuscript Group (i.e. co-authors) prior to submission.

Check for Duplication: One of the first steps that should be taken by the Manuscript Group is to review the list of existing, approved papers to ensure there is no substantive overlap between the proposal being developed and previously approved proposals either published or still in active status. A tracking document will be stored in a shared BOX folder, and will also be available on request.

Review by all members of the Manuscript Group: All members of the Manuscript Group must review and give their approval for the proposal and agree to the criteria for authorship

Notification of study PIs: The coordinating team at Vanderbilt will take responsibility for notifying all study PIs in a timely fashion. All study PIs will be made aware of each manuscript proposal during Steering Committee Meetings, including submission of the manuscript proposal by email ahead of the meeting.

The tracking document of approved manuscript proposals will be reviewed at a steering committee meeting on a quarterly basis

Votes can be carried out at steering committee meetings or electronically. The steering committee can vote to approve as is, approve with revisions, or request revisions. The corresponding author handles submission and is responsible for promptly notifying the Steering Committee of final acceptance or rejection of the manuscript.

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Requests for Data from Prior Greenlight Studies

The Consortium recognizes the importance of publishing manuscripts from previous iterations of the Greenlight Intervention, including the value of those publications to informing the ongoing work. The process for publishing manuscripts from previous Greenlight studies will follow the same procedure as outlined above. The coordinating team at Vanderbilt has limited resources to conduct analysis on previous iterations of the Greenlight Study, but will review each paper on a case-by-case basis, balancing the need to manage the ongoing study.