

DATA USAGE AND PUBLICATION POLICY

Agreed version Feb 2018.

This policy will be reviewed in relation to the RHINESSA Annual conference 2019.

The policy is available on the RHINESSA website www.rhinessa.net.

Clarification of titles:

RHINESSA project leader, vice PI, centres PIs and other steering committee members are presented on the website in the document “Management and organisation of RHINESSA”.

DATA USAGE

A data usage form is provided at the web-site.

(For questions, contact PI data management Ane Johannessen).

PUBLICATION POLICY

Authorship

Uniform Requirements for Authorship and Contributorship from the International Committee of Medical Journal Editors (www.icmje.org): Authorship credit should be based on 1) substantial contributions to conception and design, acquisition of data, or analysis and interpretation of data; 2) drafting the article or revising it critically for important intellectual content; and 3) final approval of the version to be published. Authors should meet conditions 1, 2, and 3.

The following will be recognized through authorship:

1. All centres that have collected data will be invited to participate; analyses including both parents and offspring data will invite centre PIs of both studies. Number of study participants and efforts to collect these can be given some consideration.
2. Writing the paper and analysing the data.
3. Contribution in protocol development/ methods development.
4. Intellectual and practical contribution in establishing the cohorts, also the index cohorts: For RHINESSA, project leader Cecilie Svanes, vice PI Vivi Schlünssen. For ECRHS, project leader Deborah Jarvis and possibly relevant working group leader (DJ will know who). For RHINE, project leader Christer Janson and possibly relevant field expert (CJ will know who).

Centre PIs have the responsibility to distribute opportunities for authorship in their centre.

Single centre analyses of research questions where other centres can contribute with data are strongly discouraged, except for publication in local journals that cannot possibly harm subsequent publication of joined analyses from all centres.

Centres that have particular protocols only for that centre define their own publication policy. Substantial intellectual input provided by RHINESSA, RHINE and/or ECRHS will be recognized through authorship.

Priority to a specific analysis will be discussed in the SC, if needed, and previous contribution to the RHINESSA, ECRHS and RHINE studies and to the specific field will be considered.

Junior researchers are encouraged to first-author publications, and it is acknowledged that these may need several co-authors from their own centre. The points 1-4 above should still be considered. Early to mid-career researchers should generally first-author a publication before co-authoring, however, the centre PI can decide differently.

In joint projects where RHINESSA is only part of the project, the SC will discuss authorship and consider the above.

Process of paper writing

Development of plans of analyses (PoA) : A PoA is developed by a lead author and promoted through a centre PI who takes responsibility for the plan. Alternatively, a PoA can be promoted through PI Svanes or vice PI Schlünssen. (Alternatively, a conference abstract with preliminary analyses can be sent to the PI and vice PI; it is, however, preferable that a PoA is the first notice of a suggested manuscript.) Please suggest involved parts, based on points 1-4 above.

Comment from PI/ vicePI: The PoA is sent to PI Svanes *and* vice PI Schlünssen, who comment on potential overlap with other analyses, availability of suggested data/ samples (may need to confer with lead data management Johannessen and/or lead biobank Bertelsen), and involved parts (see points 1-4 above). The PoA, with comment from PI, is then sent to the project-co-ordinator who keeps records.

Information to steering committee: The project co-ordinator circulates the PoA (with comment from PI) to the steering committee, who may comment within a defined time limit (1-2 weeks).

Invitation to co-author: The first/last author then invites eligible co-authors (specified by PI according to points 1-4, possibly commented on by the steering committee). Centre PIs will determine co-author/s from their centre, and notify the first author. In the case that a centre representative does not respond, the lead author should contact the centre in order to ensure whether they want to participate or not.

Development of manuscript: The first author will set time lines and circulate the drafts. The first author must circulate to all co-authors a *minimum* of one early manuscript draft and a pre-final draft. Co-authors are expected to contribute to circulated drafts by the deadlines set by the first author of the publication (or discuss another time line with the first author), and approve the final draft. The first author must send a final draft to the project coordinator who will keep records and circulate to the SC for information.

Time limits: Analyses should be performed within reasonable time limits. Generally a first draft with completed analyses should be circulated *within one year* and the paper published or submitted for publication *within 2 years*. In the case of delays, the SC will discuss whether to find another first-author who can complete the publication in time.