

DATA USAGE AND PUBLICATION POLICY

Agreement date: May 2016.

This policy will be reviewed in relation to the RHINESSA Annual conference 2017.

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

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. 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 and 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 (Peter Burney) and possibly relevant working group leader. For RHINE, project leader Christer Janson and possibly relevant field expert (CJ will know who).

Centre PIs have the responsibility to distribute possibilities 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. The centre will consider recognizing substantial intellectual or practical input provided by RHINESSA, RHINE and/or ECRHS through authorship.

Time difference in data collection is a considerable problem. Main analyses should be published based on data from all centres, as far as possible. However, there might be exceptions where data from some centres are not included (but the centres offered co-authorship). Often analyses can be run with data from available centres, and include remaining delayed centres before publication. (Analysis of clinical data will most likely start summer 2017; this can be discussed in relation to 2017 revision of this policy).

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

A suggested plan of analyses (PoA) must be circulated to the SC before analyses start. The PoA must include a SC member who is responsible for this plan. Alternatively, a conference abstract with preliminary analyses can be circulated to the SC; it is, however, preferable that a PoA is the first circulated notice of a suggested manuscript.

Practically, a suggested PoA (or conference abstract) should be sent to the project co-ordinator (currently Vilde Sørbye) who will keep records. She will send to PI (C Svanes), vice PI (V Schlünssen) and data manager (Ane Johannessen), who will briefly comment (*i.e. all ok, potential for overlap, problem with data availability etc*). The project coordinator will then circulate the PoA with comment to the steering committee. Centre PIs will determine co-author/s from their centre, and notify the first author.

The first author will set time lines and circulate the drafts. The first author has to be in dialog with each centre in order to ensure whether they want to participate or not in the case that a centre PI did not respond. The first author must circulate to all co-authors a *minimum* of one early manuscript draft and a pre-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.

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.

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.