



PRECISION-CARRS

Requests for Publications, Presentations, & Ancillary Studies
Policies and Guidelines for Investigators

INTRODUCTION

All manuscript, presentation/abstract, or ancillary study proposals involving Precision-CARRS (P-CARRS) participants or data must be submitted to and reviewed by the *P-CARRS Publications, Presentations, and Ancillary Studies (PP&A) Committee*. This committee aims to stimulate, facilitate, and ensure high-quality, well-executed, and impactful publications, presentations, and ancillary studies related to the parent P-CARRS project.

To submit a request, please review the policies and guidelines below. If you have any questions, please contact Keriann Roy at keriann.roy@emory.edu.

BROAD POLICIES

ALL REQUESTS

1. Every data request for a manuscript, presentation/abstract, or ancillary study proposal **must** be submitted to and reviewed by the PP&A Committee.
2. Requests may be combined through one single request ONLY if every aspect of proposal is exactly the same (ie. secondary data analysis for paper and ancillary study).
3. The primary scientific goals of P-CARRS should not be adversely affected. Investigators will be asked to address this in the data request or proposal process.
4. A list of approved and ongoing publications, presentations/abstracts, and ancillary studies will be made available on the [P-CARRS website](#) to prevent requests and proposals that overlap. There will also be a PP&A update during each monthly Investigators meeting, as well as in the newsletter, to keep the team abreast of ongoing requests.
5. The Senior Investigator/Author must approve submission (question on form).
6. The committee will need to receive data requests or proposals at least 2 weeks prior to monthly PP&A meetings (2nd Wed each month). If there is a large number of requests at one time, priority will be based on a combination of factors, including timeliness of deadline and potential impact of proposed manuscript/presentation/ancillary study.
7. Each request will have two assigned PP&A Committee members to help facilitate review of and monitor the progress of the request.
8. For all approved data requests or ancillary study proposals, the PP&A Committee will recommend involving one or more members of the PP&A Committee who can support completion and upholding scientific integrity of the work.
9. Objectives of data requests must be carried out within 2 years of request. If you can no longer work on request, you must determine a transition plan with the senior investigator/author.
10. It is highly encouraged that each writing or investigator group addresses their own conflicts. The PP&A Committee can be called upon to help resolve, if needed.

ANCILLARY STUDIES

11. All ancillary studies or manuscripts fall within the overall scope of the existing P-CARRS governance. Study-specific committees and operation groups may be formed with tight linkage to the overall P-CARRS parent governance structure.
12. All ancillary studies should follow the principles of equitable and inclusive partnership in science, leadership, benefits, and credits.
13. All ancillary studies should follow the policies (ie. data sharing, etc.) of Precision-CARRS and will be subject to NIH and Indian government regulations.
14. Implications on resources, staff time, participant time, specimen storage, etc. should be critically examined, and solutions should be explored and presented in the PP&A request/proposal.

MANUSCRIPTS

15. Order of authorship will be determined by the writing or investigator group lead. Discussions around authorship should start early and the PP&A may offer recommendations to the first and senior author.
16. Joint first authorship and joint last authorship are encouraged, particularly with one investigator from the US and one from India.
17. Everyone cannot be included on everything and should be supportive of the work of our team and colleagues.
18. It is the responsibility of the writing or investigator group to identify weaknesses or flaws, and ensure accuracy, feasibility, and merit.
19. All publications must acknowledge P-CARRS and the National Heart, Blood, and Lung Institute: Research reported in this publication was supported by the National Heart, Lung, And Blood Institute of the National Institutes of Health under Award Number P01HL154996. The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health."

PROCESS

SUBMISSION

1. Develop **Research Question** and confirm **no Scientific Overlap** with other publications, presentations, or ancillary studies by checking the [P-CARRS website](#).
2. Identify **Writing/Investigator Group**, and receive approval from Senior Investigator/Co-Author.
3. Determine **Data Set, Data Analysis, and/or Data Collection Needs**.
Consultation with Data Management & Analysis (DMA) Core is available and encouraged (howard.chang@emory.edu and/or dimple@ccdindia.org).
4. Submit **Request Form/Proposal** to PP&A Committee [HERE](#).

REVIEW PROCESS

5. Two PP&A Committee representatives will be assigned to each request and will conduct a **Review** using the following criteria:
 - Methodological Rigor
 - Innovation and Potential Impact
 - Alignment with P-CARRS AgendaReviewers will complete a **Review Form** [HERE](#).
6. The assigned PP&A Committee representatives will present the request to the entire Committee during monthly meetings.
For publications, presentations, or abstracts, the group will make a **Decision** during the meeting.
For ancillary studies, the assigned representatives will present the request to the *P-CARRS Executive Committee* to make a **Decision**.
 - Approved
 - Approval with stipulations (e.g., merge with existing request)
 - Revise and re-submit
 - Not approved
7. PP&A Committee will provide the corresponding investigator with a decision and additional next steps, including working with the DMA Core.

PROGRESS | TRACKING

8. If approved, the writing or investigator group will share details with P-CARRS investigators and invite those interested in a specific component of the manuscript or ancillary study to be involved.
9. Writing or Investigator Groups will develop **Full Manuscript, Presentation, or Ancillary Study** and submit to journal, conference, or funding agency.
10. Once accepted/rejected or funded/not funded from journal, conference, or funding agency, the corresponding investigator will notify the PP&A for **Archiving, Tracking, and Dissemination** (if applicable).