Authorship for Research Publications/Presentations

Effective: 11/05/2014
Reviewed: 12/07/2018

Name of Associated Policy: Publication of Research Results Policy

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DEFINITIONS:

1. **Investigator**: An individual having the background and training in scientific and administrative oversight necessary to conduct and manage research activities at Palmetto Health.

2. **Presentation**: Any presentations which are intended for the dissemination of research results (e.g. presentations at scientific meetings).

3. **Publication**: Any publications which are intended for the dissemination of research results (e.g. abstracts, case reports, manuscripts, book chapters).

4. **Research Staff**: Individuals who assist in a research project overseen by an Investigator.

RESPONSIBLE POSITIONS (TITLE):
Investigators and/or Research Staff

EQUIPMENT NEEDED:
N/A

PROCEDURE STEPS, GUIDELINES, OR REFERENCE

1. Palmetto Health accepts and adopts the definition and criteria for authorship developed by
the International Committee of Medical Journal Editors (ICMJE).

2. **Authorship**

   2.1. Authorship should be based on the following criteria:

     2.1.1. Substantial contributions to conception and design of the work; or the acquisition, analysis, or interpretation of data for the work; and

     2.1.2. Drafting the work or revising it critically for important intellectual content; and

     2.1.3. Final approval of the version to be published; and

     2.1.4. Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

   2.2. Each author should be able to identify which co-authors are responsible for other portions of the research and have confidence in the integrity of the contributions of their co-authors.

   2.3. Each author has a responsibility for disclosing financial and personal relationships that might bias or be seen to bias their work. Authors should report the potential conflicts of interests to the publishing/presenting entity via the entity’s requirements and agree to allow appropriate disclosures within their final publication/presentation.

   2.4. If individuals who conduct the work are unable to resolve disagreements about authorship or prefer to involve a neutral third party, these individuals may contact the Director of Research who will either act as the neutral third party or determine an appropriate individual at Palmetto Health to serve in this role.

3. **Order of Authors**

   3.1. The corresponding author is the one individual who takes primary responsibility for communication and typically ensures that administrative requirements for the publications/presentations are met (e.g. ethics committee approval, clinical trial registration documentation, gathering conflict of interest forms/statements.)

   3.2. The sequencing of authors is a joint decision of all those individuals that meet criteria of authorship and should be established as early as possible in the development of the research project.

   3.3. If one or more of the individuals is unable to fulfill the authorship criteria set forth above, the corresponding author is responsible for revisiting with the group the decision of authorship and revising the order of the authors upon agreement with the qualified authors.

4. **Contributors**
4.1. Those individuals (contributors) who do not meet all four criteria outlined in Section 2.1 should be acknowledged. Examples of contributors include individuals that (1) assist in the acquisition of funding, (2) provide general supervision of a research group or general administrative support, and (3) provide writing assistance, technical editing, language editing and proofreading.

4.2. Contributors should be acknowledged individually or together as a group under a single heading (e.g. Clinical Investigators or Participating Investigators) and their contributions should be specified.

4.3. Financial and material support should also be acknowledged.

REFERENCES