

SWISSIBD cohort study

PRINCIPLES OF AUTHORSHIP POLICY

The participants in the SIBDCS panel agree to abide by the authorship rules of the International Committee of Medical Journal Editors.

The following principles of authorship have been derived from editorial publications from leading journals (see references) and are in accord with the rules of the International Committee of Medical Journal Editors.

1. Individual authorship

In order to qualify for authorship, an individual must fulfill the following criteria¹:

Each author should have

- i. substantially contributed to the conception and design of a study **OR**
 - ii. been involved in the acquisition of relevant data **OR**
 - iii. participated in the analysis and interpretation of data **OR**
 - iv. drafted the article or revised it for critically important content **AND**
 - v. finally approved the version to be published.
- The sequence of authors' names should reflect the relative contribution of authors to the intellectually most critical aspects of the work¹.
 - A participation only in the acquisition of funding or a general supervision of a research group alone does not justify for an authorship.
 - To each person, who is listed as an author on a cohort associated manuscript, it should be possible to assign at least one of the five categories stated above (i to v).
 - Members of the SIBDCS project who have made a contribution to the project but do not fulfill authorship rules as outlined above should be recognized in the acknowledgement section. The role of the SIBDCS project in the development and support of the project should then also be recognized in the acknowledgement section.
 - A shared first or last authorship should be considered if the intellectual work underpinning a publication has been to the same extent carried out by several people. In that case the names of the authors who share the first or

last authorship have to be assigned with “contributed equally” in the authorship list of the manuscript.

2. Group authorships

a) General remarks

A group authorship should be considered when the intellectual work underpinning a publication *“has been carried out by a [large] research group, in which no one person can be identified as having substantially greater responsibility for its contents than the others”*¹. In such cases, the authorship will be represented by a name designated to the whole research group. The article will carry a footnote which lists the names of the people (and their institutions) represented by the chosen group name. In case one or more authors within a large research group have taken special and major responsibilities, e.g. have drafted the paper alone, have to major parts performed the experimental work alone, or have performed the data analysis alone, it is allowed to use the byline “Jane Doe *and* the Swiss IBD Cohort Study Group”². All other group members, who qualify as well as authors as defined by the rules (i to v) under point 2.1.1 and have processed minor parts of the manuscript are then included in the research group name.

b) Epidemiological studies

In case epidemiological studies are performed on the basis of the collected IBD cohort data the SIBDCS group has to be added as a co–author to the author list, if at least 20% of the data used in the research project belong to the IBD cohort. If less than 20% of the used data material is provided by the IBD cohort the SIBDCS group has at least to be mentioned as a contributor either in the funding section or in the footnote of the manuscript.

c) Laboratory cohort collaborations

Experimental / *in vitro* studies are most often conducted primarily “bench site” by a (sometimes even external) small research group, which intends to use blood or tissue material (e.g. biopsies) which is provided by the IBD cohort. In this case the following rules apply:

- Requests for IBD cohort associated patient material have always to be submitted to the SIBDCS scientific board and have to be approved by the scientific board (see specific SOP).
- The requesting group has, beside a short project proposal, to hand in the list of co–investigators (see respective SOP) who will perform the study. These co–investigators will be automatically also co–authors on the project associated future manuscript.
- In case that additional authors have to be included into the research group after the initial approval of a research project by the SIBDCS scientific board the SIBDCS scientific board has to be informed about the changes in co–investigator composition in written form including an explanation about the necessity of an enrolment of additional co–investigators and their anticipated role of the registered project (see also section 2.1.5).

- The SIBDCS scientific board will annually ask for short follow-up reports about ongoing studies to ensure an adequate use of the provided IBD cohort associated patient material (see also section 2.1.5).
- In case the research expertise, funding and performance of the experimental study is primarily performed/provided by the requesting research group, the SIBDCS scientific board may approve that the name of the SIBDCS study group is not included in the author list but only mentioned in the funding or footnote section of the manuscript. In any case, however, the website of the SIBDCS study group has to be included in the material and methods part.

3. Authorships in multi-center collaborations (multi-cohort collaborations)

In case that large multi-center groups have participated in an IBD cohort associated scientific project the following authorship rules should apply:

- Each research group should identify one or two individuals (center representatives) on behalf of each study center, who accept direct responsibility for the manuscript
- These individuals should fully meet the criteria for main- or co-authorship as defined under 2.1.1.
- The center representatives have to complete the journal specific author responsibility and conflict of interest disclosure forms.
- The representatives of each study subgroup have to be acknowledged by the scientific board of the SIBDCS.
- The SIBDCS Group has in any case at least to be mentioned in the materials and methods section as well as in the funding or footnote section of the manuscript.
- In case that more than 30% of the collaborative research project material is part of the IBD cohort material the SIBDCS Group as a whole has to be mentioned in the authorship list.

4. Time point of authorship determination

- Co-investigators of an IBD cohort associated research project have to be defined before the obligatory submission of a project proposal to the SIBDCS and the names have been submitted together with the project proposal to the SIBDCS scientific board.
- *Co-investigators are Co-authors on the planned study associated manuscript.*
- Co-investigators have the responsibility to advocate the conduction of the registered study. A failure in an active participation should be reported to the

SIBDCS scientific board which finally can be a reason for a dismissal from the project.

- In case additional co-investigators have to be included into the research group after the obligatory registration of the study to the SIBDCS the SIBDCS scientific board has to be informed in written form about the necessity of an enrolment of an additional co-investigator and the anticipated role of the new project participant.
- The final order within the authorship list will be dependent on the eventual contribution of each author to the completed project.

5. Reporting procedures and quality assurance

For all IBD cohort associated studies apply the following reporting rules:

- Requests for IBD cohort associated patient or data material have always to be submitted to the SIBDCS scientific board and have to be approved by the scientific board. This includes:
 - A short project proposal including state of the art references (1 page)
 - A co-investigator list which automatically represents the preliminary authorship list
- The IBD scientific board requests annually follow-up reports (half a page) from the principal investigators of ongoing projects that uses IBD associated patient or data material to ensure an adequate material handling. In case non-adequate use of IBD cohort material is observed, the SIBDCS scientific board may reserve the right to decline future requests for IBD cohort associated material by the specific research group that misused the material.
- In case additional co-investigators have to be included into ongoing projects that have been already registered by the SIBDCS scientific board, the principal investigator of the ongoing study has shortly to inform the SIBDCS scientific board about the changes in the co-investigator/co-author list and may explain the reasons or the changes in personnel.
- The IBD scientific board has to be informed in written form about a planned paper submission latest one week before submission. For that purpose one exemplar of the manuscript has to be sent by e-mail to the SIBDCS scientific board for a check of the adequate application of the authorship rules.

6. Wording of authorship

The wording to be used in the title, materials and methods, footnote, funding or acknowledgement section of a publication is:

- “x, y, z,and the Swiss IBD Cohort Study Group”

- In case the name of the research group is used several times also in other parts throughout out the manuscript text it may be allowed to use the shorter version SIBDCS Group.

References

1. Huth EJ (1986). Guidelines on authorship of medical papers. *Annals of Internal Medicine*, 104:269–274.
2. Glass RM (1992). New information for authors and readers. Group authorship, acknowledgements and rejected manuscripts. *Journal of the American Medical Association*, 268:99