



Publishing Policy

Preamble

The German Centre for Cardiovascular Research e.V. (DZHK) was founded in 2011 upon the initiative of the German Federal Ministry of Education and Research (BMBF) and since then has been funded jointly by the BMBF and the ten federal states in which it is represented. The DZHK promotes science and research in the field of cardiovascular disease by establishing a research alliance with a long-lasting impact that combines interdisciplinary research and clinical accessibility in a holistic approach. By funding the research activities of the DZHK member institutions on the subject of cardiovascular research, gaps in knowledge in the field of cardiovascular research shall be closed and new research findings shall be quickly transferred into clinical practice, thereby improving prevention, diagnosis, therapy and care in the long term. The aim is a close cooperation between basic, preclinical and clinical research orientated towards the indications and requirements of the patients in order to achieve a transfer of research findings into practical application.

A key criterion for the success of scientists on the one hand and research institutions on the other are scientific publications. They constitute the basis of the national and international scientific visibility of both individuals and organisations. For this reason, the DZHK will adhere to the following Publishing Policy which regulates how to handle DZHK affiliation and DZHK acknowledgement, as well as how to cite authorships. The Publishing Policy applies to all projects funded by the DZHK, including projects at partner sites, projects under the translational research projects funding line, projects under the Excellence Programme funding lines (e.g., Clinician Scientist Programme) and secondary use projects in accordance with the Use and Access Policy. In principle, it applies to original papers, articles, methods articles, reviews, editorials, commentaries and conference papers.

1. DZHK affiliation

So that the DZHK is appreciated in the scientific community as an interdisciplinary research centre, as a rule, scientists associated with the DZHK use DZHK affiliation.

1.1. Using DZHK affiliation

DZHK affiliation is used by scientists* associated with the DZHK (DZHK PI, DZHK scientists, Young DZHK members, DZHK employees in accordance with Chapter 5 of the Rules of Procedure of the DZHK) for all publications in which they are listed as first, last or co-author, if the publication lies within the subject area of the DZHK.

DZHK scientists, Young DZHK members and DZHK employees shall agree with their respective DZHK PI or partner site speaker prior to publication whether they may or must use DZHK affiliation.

* General references to people use the generic masculine form and apply to both genders.

This provision is to ensure that all relevant DZHK research findings are published with clear reference to the DZHK. At the same time, attribution to the DZHK of publications that thematically have nothing to do with the DZHK shall be avoided. The provision shall be applied by the publisher with sound judgement; in conflicting cases, first the DZHK partner site speaker and subsequently, via the DZHK Main Office, the DZHK Board of Directors should be asked for clarification.

1.2. Indicating DZHK affiliation

DZHK affiliation reads:

DZHK (German Centre for Cardiovascular Research)

Additionally, the partner site may be cited, for example

DZHK (German Centre for Cardiovascular Research), partner site Göttingen

Two or more affiliations may be assigned to the name of an author in a publication. The complete DZHK affiliation for a DZHK PI can appear, for example, as follows:

Thomas Eschenhagen ^{1,2}

¹ *Department of Experimental Pharmacology and Toxicology, University Medical Center Hamburg-Eppendorf, Hamburg, Germany*

² *DZHK (German Centre for Cardiovascular Research), partner site Hamburg/Kiel/Lübeck, Hamburg, Germany*

2. DZHK acknowledgement

Significant financial support of research projects by the DZHK is mentioned in the acknowledgement of a publication. Again, this is also a requirement for the visibility of a funding institution. DZHK acknowledgement demonstrates the financial contribution of the DZHK in research projects and recognises this accordingly.

2.1. Using DZHK acknowledgement

DZHK acknowledgement is used if the research project on which the publication is based was fully or partially funded by the DZHK - independent of whether one of the authors is or is not a scientist associated with the DZHK (DZHK PI, DZHK scientists, Young DZHK members, DZHK employees in accordance with Chapter 5 of the Rules of Procedure of the DZHK).

In addition, DZHK acknowledgement is used for publications or manuscripts of DZHK associated studies, even though there is sometimes no financial support from the DZHK for these, and for publications or manuscripts based on results from usage applications that were generated from the DZHK data and sample collection.

2.2. Indicating DZHK acknowledgement

Where there was financial contribution from the DZHK, the wording is:

Supported by the DZHK (German Centre for Cardiovascular Research).

Gefördert durch das DZHK (Deutsches Zentrum für Herz-Kreislauf-Forschung).

For a DZHK associated study without financial contribution from the DZHK, the wording is:

Endorsed by DZHK (German Centre for Cardiovascular Research).

Unterstützt durch das DZHK (Deutsches Zentrum für Herz-Kreislauf-Forschung).

For an usage project, the wording is:

Data and/or samples were provided by DZHK (German Centre for Cardiovascular Research) from the DZHK data and sample collection.

Daten und/oder Proben wurden durch das DZHK (Deutsches Zentrum für Herz-Kreislauf-Forschung) aus der DZHK-Daten- und Probensammlung zur Verfügung gestellt.

Where the clinical-scientific infrastructure of the DZHK was used, the wording is:

The study/trial/project was carried out using the clinical-scientific infrastructure of the DZHK (German Centre for Cardiovascular Research).

Die Studie/das Projekt wurde unter Nutzung der klinisch-wissenschaftlichen Infrastruktur des DZHK (Deutsches Zentrum für Herz-Kreislauf-Forschung) durchgeführt.

3. Rules and recommendations

3.1. Recommendations regarding the title of the publication

When creating the manuscript, it must be ensured that the study acronym including the appropriate DZHK study number is stated as a rule in the title or at least in the abstract, particularly for DZHK studies. For other projects, if and how the DZHK could already be mentioned in the title should be judged on an individual basis.

3.2. Recommendations regarding authorships

The authorships for publications with DZHK affiliation must be in accordance with the rules of “Good Scientific Practice” of the DFG as well as the “Uniform requirements for manuscripts submitted to biomedical journals” of the International Committee of Medical Journal Editors (ICMJE). The recommended criteria for authorship credit of the ICMJE are the following:

1. Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND
2. Drafting the work or revising it critically for important intellectual content; AND
3. Final approval of the version to be published; AND
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.
(Source: ICMJE authorship criteria recommendation)

Within the scope of this Policy, criterion 4 can alternatively be limited to the responsibility for partial aspects of the work.



3.3. Recommendations of the DZHK regarding authorships

The DZHK recommends that its project leaders consider the following aspects when allocating authorships, so as to appropriately promote junior scientists and the recruitment in studies as well as contribute towards the motivation of the scientific staff.

3.3.1. Authorship eligibility

The following individuals or groups have authorship eligibility (eligibility to being invited to collaborate on the manuscript): Individuals who, on a scientific level, are involved in

- Data capture
- Analysis and interpretation of the data
- Execution of the statistical analysis
- Supervision of funding and conduct
- Drafting the manuscript
- Critical revision of the manuscript draft for important intellectual contents.

3.3.2. Order of authorships

Regarding the order of authorships, the individual who wrote the manuscript shall be named as first author. In accordance with the rules of Good Scientific Practice, the actual (not: hierarchical) project leader/project coordinator can take the position of last author, if he is not already first author. Where there are several project leaders/project coordinators, they should agree early on the last authorship amongst themselves. “Corresponding author” as a rule should be the main project leader.

3.3.3. Co-authorships

The project leader(s) or the committee appointed for this purpose involve potential co-authors (including the individuals or groups with authorship eligibility, see **Fehler! Verweisquelle konnte nicht gefunden werden.**) in the preparation and the creation of the manuscript and determine the order of the (co-)authors.

3.3.4. Co-authorships for DZHK studies

For DZHK studies, the DZHK strongly recommends offering the study coordinator at the main study centre the opportunity to contribute to the manuscript (authorship eligibility), since they render an important, large-scale, long-term and time-consuming contribution to the success of the DZHK study.

For multicentre DZHK studies, beside the main study centre, many study sites are also part of the success of a study by actively recruiting in the respective study. The opportunity to contribute to the manuscript for the first publication should be offered to every study site that is particularly active (authorship eligibility) and should thus be an incentive for physicians at study sites to recruit patients in DZHK studies. It is recommended that the following provisions are stipulated already in the study site agreements:



- (a) In DZHK studies, particularly active study sites shall be offered the opportunity to contribute to the manuscript for the first publication (authorship eligibility); whereby every site with at least 7 percent of the recruitment total shall be offered one authorship eligibility, every site with at least 14 percent of the recruitment total shall be offered two authorship eligibilities.
- (b) The study site decides who gets the authorship eligibility. The DZHK strongly recommends that the study site nominate the individuals who did the day-to-day recruitment work.

3.3.5. Group acronym

A general group acronym for projects with the participation of many scientists should be used particularly for the first publication with a defined list of “collaborators”. This group acronym will be incorporated into the list of authors. The names of all active participants must then be listed (depending on the journal) in the footnote of the list of authors or in the annex of the publication, so that the mention of all involved individuals generates hits in electronic literature searches.

A group acronym for DZHK studies should mention the actively involved employees from the main study centre and study sites in a combined manner if the data of the respective study sites is used in the publication. The group acronym for a DZHK study should be composed of “project title and project/study group”. An appropriate wording for a group acronym of a DZHK study could thus be the following:

TORCH-DZHK1 project/study group.

TORCH-DZHK1 Projekt/Studiengruppe.

The group acronym should not replace individual authorships that were acquired through recruitment efforts or authorship eligibility, respectively (see **Fehler! Verweisquelle konnte nicht gefunden werden.**).

3.3.6. Secondary use projects

For publications based on results from usage applications generated from the DZHK data and sample collection, the following applies:

If the data and samples used cannot be assigned to individual DZHK studies, the study leaders of these studies may not be named as authors. If study-specific data and samples from DZHK studies are used which are no longer subject to the protection period in accordance with § 4 para. 5 of the DZHK Use and Access Policy, the study leaders are not named as authors. If the data and samples used can be assigned to individual DZHK studies, the study leaders of these studies are named as authors.

The project leader of a secondary use project is obliged in any case to advert to the use of the DZHK data and sample collection in the acknowledgements (see 2).

4. Presentation to the DZHK Main Office before the first submission

Manuscripts of DZHK studies, translational research projects and secondary use projects must be presented to the DZHK Main Office for review of the formalities mentioned in this Policy (e.g. correct use of affiliation and acknowledgement) before the first submission to a journal (presentation



obligation). Please include the applicable email address of the following when circulating the final draft of your manuscript among all co-authors. The respective responsible persons in the DZHK Main Office will review and reply to your submission within three working days.

For DZHK studies: clinicalstudies@dzhk.de.

For translational research projects: trp@dzhk.de.

For usage projects: use.access@dzhk.de.

5. Press releases regarding publications

For compiling press releases regarding publications, the DZHK Public Relations Office (christine.vollgraf@dzhk.de) shall be approached or at least consulted (§ 22 Rules of Procedure of the DZHK). This especially applies for the active planning of press releases for DZHK studies and translational research projects by the responsible scientist associated with the DZHK.

6. Commencement

The General Assembly of Members of the DZHK and the Commission of Donors of the DZHK have given this Publishing Policy their approval; it will take effect on 01.06.2018.