

New England HIV Implementation Science Network
Publishing/Dissemination Guidelines
July 11, 2016

The Center for Interdisciplinary Research on AIDS (CIRA) at Yale and the Providence/Boston Center for AIDS Research (formerly the Lifespan/Tufts/Brown CFAR) formed the New England HIV Implementation Science Network (the Network) in 2014 to foster regional research collaborations focused on the implementation of HIV prevention and treatment interventions that addresses the unique features of small urban areas with a high prevalence of HIV. As of spring 2016, the Network had over 400 members including researchers, HIV health care and social service providers, health departments, industry representatives, and consumers.

CIRA provides coordination and support to the Network with the assistance of the Providence/Boston CFAR. We encourage dissemination of the work of the Network, and the findings of implementation science emanating from collaborations facilitated through the Network. To assure accurate representation of Network activities and coordination of dissemination efforts, we ask Network members to abide by the following guidelines:

1. As with any research, projects emanating from the Network and related presentations and manuscripts should meet the highest standards of scientific integrity including the ethical treatment of research participants, appropriate use of analytic techniques, and appropriate data interpretation. Network projects may be somewhat unique, however, in that they are more likely to involve collaborations of academic and community partners with different degrees of experience with implementation science and the dissemination of research findings through publications. As such, it is important that publications acknowledge the participation and contributions of both community and academic research partners to publications and reports. It is essential to strong partnerships that all participants discuss early in the development of projects expectations regarding different types of activities and acknowledgment in different types of publications.

The selection of the primary or lead author, inclusion of collaborator(s) as co-author(s), and the order of authorship should ideally be determined by the whole research team and in accordance with standards in the field. The person who has made the major contribution to the paper and/or taken the lead in writing usually is the first author. The overall director of a project often is the last or senior author. Decisions regarding authorship and its order should, when possible, be determined at the conceptual stage and any differences of opinion addressed at that time. The lead or senior author should assure that all collaborators are appropriately recognized.

See following reference for more detail on authorship protocol.

<http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>

2. Sources of funding should always be acknowledged and it is essential that pilot projects funded jointly by CIRA and the Providence/Boston CFAR to advance the goals of the Network abide by the rules established by the sponsors. For CIRA sponsored pilot projects each publication, press release, or other document that cites results from CIRA/NIH grant-supported research must include an acknowledgment of CIRA/NIH grant support and disclaimer: "The project described was supported by Award Number P30MH062294 from the National Institute of Mental Health.

The content is solely the responsibility of the authors and does not necessarily represent the official views of the Center for Interdisciplinary Research on AIDS, the Providence/Boston CFAR, the National Institute of Mental Health, or the National Institutes of Health.” For Providence/Boston CFAR sponsored pilot projects the grant reference in the above statement should be: Award Number P30AI042853 from the National Institute of Allergy and Infectious Diseases.

3. Similarly, publications, presentations, press releases and other documents about research that resulted from collaborations facilitated by the Network should acknowledge the Network using the following language or a comparable statement: “This research was facilitated by the New England HIV Implementation Science Network, an organization sponsored by the Center for Interdisciplinary Research on AIDS at Yale and the Providence/Boston Center for AIDS Research that seeks to foster regional research collaborations focused on implementation of HIV prevention and treatment interventions in small urban areas.”
4. CIRA provides financing, support, and coordination for Network activities in collaboration with the Providence/Boston CFAR. Thus, CIRA and the Providence/Boston CFAR request that Network investigators submit any ideas to them for articles and presentations about the Network, e. g. those that focus on the process of forming the Network, Network activities, evaluation and analysis of the workings of the Network and its impact in fostering regional implementation science research collaborations. This is distinct from authorship or presentations stemming from HIV implementation research projects conducted by Network members as a result of collaborations that were facilitated through the Network.

We request that ideas for manuscripts or presentations about the Network first be presented and discussed with the Network Coordinators at CIRA, Jim.Pettinelli@yale.edu, and Providence/Boston CFAR, [Jacob Vandenberg@brown.edu](mailto:Jacob.Vandenberg@brown.edu), and then disseminated appropriately to allow others who may wish to assist to indicate their interest in being part of the publication team. A publication team then would develop a concept paper including a descriptive title, list of collaborators, outline of the content, proposed timeline for completion and target publication venue. The concept paper will be reviewed by a Network Publications Review Committee for discussion and recommendations.

The Network Publications Review Committee will consist of the CIRA and Providence/Boston CFAR Network Coordinators, two Network affiliated researchers appointed by CIRA and Providence/Boston CFAR; and two HIV practice organization Network members.

All articles or presentations about the Network should include a statement of acknowledgement as follows: “This work was conducted as part of the New England HIV Implementation Science Network, a collaborative with funding and support from CIRA, Award Number P30MH062294 from the National Institute of Mental Health, and Providence/Boston Center for AIDS Research, Award Number P30AI042853 from the National Institute of Allergy and Infectious Diseases. The content is solely the responsibility of the authors and does not necessarily represent the official views of the Center for Interdisciplinary Research on AIDS, the Providence/Boston Center for AIDS Research, the National Institute of Mental Health, or the National Institutes of Health.”

The Network Publications Review Committee should be notified when manuscripts or presentations are accepted and receive a copy.