

SCIENTIFIC PUBLICATIONS POLICY

Publication planning

- FIND has a standard operating procedure (SOP) for publication of scientific manuscripts and congress presentations, owned by the FIND communications team, to which all FIND staff involved in the development of scientific communications should adhere
 - Editorials and opinion pieces are not covered by this SOP
- FIND study data should be submitted for journal publication in a timely manner, ideally within maximum 12 months of study completion, if no timelines are specified by the donor
 - For publications led by partners, FIND shall apprise the lead author of any relevant timelines
- FIND study data may be presented at scientific congresses
 - Data should normally not have already been published or presented elsewhere; however ‘encore’ abstracts can be submitted providing that the target congress guidelines state that they are acceptable and that the original congress imposes no copyright restrictions
- All manuscripts reporting FIND study data and all review articles with FIND authors should be published in an open-access, peer-reviewed journal, regardless of whether they are FIND-led or partner-led
 - The target journal should be agreed upon by all authors (see below)
 - ‘Predatory journals’ should be avoided (exploitative business models that do not sufficiently check articles for quality and do not offer many of the services that legitimate journals provide)
 - Signs of predatory journals include email submission (rather than through a web form), lack of information on journal website regarding the identity of editorial board members and adherence to codes of conduct such as [COPE](#), aggressive campaigning for submission of articles, and closely mimicking the name and/or website style of another more established journal
 - Duplicate publication should be avoided; findings should generally not be published in more than one peer-reviewed journal (unless data have been reanalyzed, are published in a different language, or are included as part of a review article)

Publication development

- All publications reporting data from studies conducted by FIND (including those for which partners have the lead role) should be reported in an accurate, complete, balanced and transparent manner, in accordance with [Good Publication Practice \(GPP3\)](#)
- For all FIND-led publications, FIND will:
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 - Consult and follow established reporting standards for specific types of publications as appropriate (e.g. [CONSORT](#) for clinical trials, [PRISMA](#) for systematic literature reviews, [STARD](#) for diagnostic performance studies)
 - If unsure of the relevant guideline, visit the [EQUATOR network](#) for guidance
 - Consult and follow [SAGER guidelines](#) to ensure systematic and transparent reporting on sex and gender

- Ensure that the publication is developed in line with the requirements of the target journal or congress
- Include clinical trial registration or identifier numbers, for example NCT numbers from clinicaltrials.gov, in all presentations and publications, when available
- Ensure that for clinical studies, primary endpoints and objectives are prioritized over any secondary endpoints or objectives
- Ensure that review articles are comprehensive, and the methods used for searching, selecting, and summarizing information are clearly stated
- For publications led by partners on which FIND employees/representatives are authors – whether or not the work itself was conducted at FIND – FIND authors should be mindful of the above guidelines when contributing to manuscript drafts

Authorship

- FIND advocates for in-country partners to take ownership of work conducted in partnership with FIND and encourages diversity among authors
 - FIND prefers in-country partners to take the first authorship position, where appropriate
 - For FIND-supported projects, FIND prefers to be listed as last author, where appropriate
 - When multiple parties have contributed equally (e.g. a multi-centre study), FIND should consider study group/consortium authorship where possible, where authors are listed alphabetically as part of a study group
 - When FIND has led a study that has involved multiple institutions, it may be appropriate for FIND to take both first and last authorship positions, but in this case the individual institutions are strongly encouraged to publish site-specific data separately; FIND can provide medical writing support for this if/where needed
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 - Drafted the work or revised it critically for important intellectual content; AND
 - Approved the final version to be submitted/published; AND
 - Agreed 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
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Use of professional medical writing services

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 - When professional medical writers are used, all authors should agree to their involvement before publication preparation begins
 - To ensure that the content is directed by the authors, the medical writer should receive input from the authors at the earliest possible stage

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Data sharing

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