

CAPSS Publication Policy 7 October 2019

Investigators running studies on CAPSS agree to:

- Collaborate with the CAPSS to prepare highlights for the CAPSS newsletter, and for a 'messages for clinicians' summary of the results.
- Provide a lay summary of the cumulative study results for formal CAPSS reports produced biennially.
- Submit final study results for publication in a peer-reviewed journal **within 12 months of completing surveillance** and provide a copy of the manuscript to CAPSS for information **5 working days prior to publication**.

Publication of Findings

The overriding purpose of CAPSS is to investigate rare childhood conditions, events and processes and to use the information gathered to support public health action and to educate health professionals. Publishing the results of studies in peer-reviewed journals is an essential part of this process but it is equally important that the information be available in formats that the general public can also access and understand.

- Please acknowledge the role of CAPSS in supporting the data collection in the manuscript.
- Please note that if the study is funded by Public Health England, or similar such body, where they have shared access to the data, they have the second right to publish should the investigator be unable to meet specified program deadlines.
- Published study data must in all circumstances be presented in a way as to make them non-identifiable. *Seek guidance from CAPSS on reporting small cell numbers if necessary.*
- All draft manuscripts, abstracts and presentations must be submitted to CAPSS for review 5 working days prior to the presentation or publishing.
- Please include the CAPSS logo on presentations/posters.
- Please Include *"in collaboration with the CAPSS Scientific Committee"* in authorship of abstracts and publications when appropriate.
- Please Include CAPSS as a keyword in all publications; please see previous studies papers for wording.