

Publication Policy of the Emergency Department Data Registry

Disclaimer: This document is an English translation of the Publication Policy for the AKTIN Emergency Data Department (ED) Registry, provided for the convenience of non-German speaking users. Please note that this translation is intended for informational purposes only and may not capture every detail or nuance of the original German text. It is not legally binding. For all legal and formal purposes, the original German version of the document should be referred to as the authoritative source.

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1. Aim of the Publication Policy

This Publication Policy aims to promote high-quality publications based on data from the AKTIN Emergency Department Data Registry (EDDR). The recommendations of the German Research Foundation (DFG, 2019) for safeguarding good scientific practice, as well as the "Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals" of the Independent Committee of Medical Journal Editors (ICMJE, 2023), are the basis of scientific activity.

2. Scope of the Publication Policy

2.1. Forms of publication

The requirements of this Publication Policy refer to the following forms of publication.

- *Lectures/Presentations (effective for the public, e.g. conferences or similar)*
- *Abstract*
- *Full Paper*
- *Qualification theses (dissertation, master's degree, etc.)*

Conference contributions that correspond in scope and importance to those of a *full paper*, as well as workshops or posters that are published as a *full paper*, are to be treated as a *full paper* according to this Publication Policy.

Posters that are published as an *abstract* are to be treated as an abstract according to this Publication Policy

2.2. Groups

Within the framework of this Publication Policy, a distinction is made between the following user groups.

- *Users of a local data warehouse (own hospital data)*
- *Users of a participating hospital who submit data requests to the entire registry (internal users)*
- *External users (third parties) requesting data from the AKTIN EDDR.*

3. Obligations in the context of a publication

The type of publication and the membership of one of the user groups result in the nominal and review levels listed in Table 1 for the author. The resulting obligations are listed under 3.1.

Table 1: Stages of review

Publication Type / User	Lecture, effective in the public eye	Abstract	Full Paper	Qualification thesis
Local data warehouse users (own hospital data)	1	1	1	1
Internal users, data from the general registry	1	2	3	3
External users, data from the general registry	2	3	3	3
Step	1: Naming of the project 2: Announcement of the publication to Data Use and Access Committee 3: Audit of the manuscript			

3.1. Nominal and test levels

Stage 1: Naming of the registry

Procedure for publications of **registry data from the local data warehouse** (own hospital data): Naming of the Emergency Department Data Registry

In the case of publications of data from **requests to the EDDR** of any kind (including lectures/presentations, posters, *abstracts*), the project ID, which is assigned by the system in the case of data requests to the Emergency Department Data Registry, must be mentioned in the methods section. The following publication is to be cited as a reference: *The AKTIN Emergency Department Data Registry – continuously up-to-date data from acute medicine: Results of the registry development and initial data evaluations from 15 emergency departments with special consideration of the requirements of the Federal Joint Committee for initial assessment.* Brammen D, Greiner F, Kulla M, Otto R, Schirrmeister W, Thun S, Drösler SE, Pollmanns J, Semler SC, Lefering R, Thiemann VS, Majeed RW, Heitmann KU, Röhrig R, Walcher F & AKTIN Emergency Department Data Registry. *Medical Hospital, Intensive Care Medicine and Emergency Medicine.* 2020 December 21;117:24-33. DOI: 10.1007/s00063-020-00764-2

- o Long Nominal Specification

Emergency Department Data Registry Project ID

The data on which this publication is based were collected within the framework of the Emergency Department Data Registry.

- o Short nominal specification

NA-R Project ID

Other information that must be included in the publication of general registry data are:

- The period of time covered by the data set used
- The number of hospitals included
- Limitations of the dataset

Stage 2: Notification of publication to the DUAC

The provisions of Stage 1 apply. In addition, planned publications of work results according to level 2 must be reported by the author in writing to the Data Use and Access Committee (DUAC) before publication. The notification includes the title, a planned list of authors, a brief description of the planned publication in the form of an abstract, and the intended publication organ. There is no review process. The project is named as described in stage 1.

Stage 3: Auditing process

The provisions of levels 1 and 2 apply. In addition, the publishable **manuscript is** submitted to the DUAC of the Emergency Department Data Registry for review. The audit takes place within four weeks. The audit is carried out by the scientific coordinator of the Emergency Department Data Registry. The audit of the manuscript includes:

- Compliance with the formal requirements (naming of the registry, presentation of the methodology)
- Compliance with the specifications of the application for data evaluation and the analysis plan
- Compliance with the Guidelines of Good Scientific Practice (GxP)
- compliance with the interests of data protection and ethics

The **audit's result** will be communicated to the author in writing after completion. The result can be as follows:

- Approval of the manuscript without changes.
or
- Approval of the manuscript with "minor revision". This does not require a re-audit of the manuscript, the responsibility for the necessary changes remains with the author.
or
- Major Revision. A new submission of the manuscript for auditing is necessary.

Only first, last, or corresponding authors are entitled to communicate with the DUAC.

If necessary, third parties can be involved in the audit of a manuscript.

3.2. Naming of the participating hospitals

The emergency departments that have participated in a data request by providing data are to be named in the manuscript. The name can be given as "AKTIN Research Group" as co-author

or by stating the institution as well as the name and surname of the representatives. The corresponding lists are provided by the AKTIN Office.

3.3. Authorship

If members of the AKTIN network are significantly involved in the evaluation and/or interpretation of the data, this member(s) must be granted co-authorship.

The authorship of publications from the AKTIN Emergency Department Data Registry must comply with the "Guidelines for Safeguarding Good Scientific Practice" as published by the German Research Foundation (www.dfg.de) and the "Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals" of the International Committee of Medical Journal Editors (www.ICMJE.org).

4. Publications

The DUAC maintains a list of publications of all planned and completed publications. After a publication has been accepted and published, the first, last or corresponding author undertakes to report the reference and a version of the published article in PDF format to the DUAC. The DUAC undertakes to comply with the respective copyright obligations. Letters and reports to the DUAC should be sent to:

office@aktin.org

5. Infringements

Failure to comply with the Publication Policy can lead to the exclusion of the first, last, corresponding author or applicant from applications for data analysis to the Emergency Department Data Registry.

6. Validity

This Publication Policy are valid until revoked and are reviewed every 3 years to ensure that they are up to date.

7. Literature

- [1] DFG (2019). Guidelines for Safeguarding Good Scientific Practice, Online: http://www.dfg.de/download/pdf/dfg_im_profil/reden_stellungnahmen/download/empfehlung_wiss_praxis_1310.pdf (12.09.2023).
- [2] ICMJE (2023). Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals. Online: <https://www.icmje.org/recommendations/> (12.09.2023).



**DECLARATION OF COMMITMENT TO COMPLY WITH THE
PUBLICATION POLICY OF THE EMERGENCY DEPARTMENT DATA REGISTRY**

As of September 27, 2023

The authors of a publication containing results from data from the AKTIN Emergency Department Data Registry undertake by their signature to comply with the Publication Policy formulated here.

Failure to comply with the rules specified in the Publication Policy of the AKTIN Emergency Department Data Registry may lead to the exclusion of the authors of evaluations from the Emergency Department Data Registry.

Author(s) _____

Topic _____

Emergency Department Data
Registry Project ID _____

Date, Location _____

Signature Applicant/First Author _____