

## **UK HAEMOPHILIA CENTRE DOCTORS' ORGANISATION**

### **GUIDELINES – RESEARCH & PUBLICATIONS**

1. Data held on behalf of UKHCDO may not be used for research, publication or presentation without the written consent of the Organisation.
2. Permission to use the data and publish material will usually be granted by the Advisory Committee and it is expected that such work and consequent publications will take place through the established working parties of UKHCDO.
3. Applications to use data belonging to UKHCDO should be made to the chairman in the first instance and should be submitted before funding is sought and/or work begins.
4. Applications will usually be considered at the next meeting of the Advisory Committee, but permission may also be granted by the chairman, vice-chairman, treasurer and the appropriate Working Party chairman acting together, if an urgent decision is necessary.
5. Authorship of papers written on behalf of UKHCDO will be as follows:-
  - i) Publications will show as authors the names of the chairman and members of Working Parties who have produced them plus the names of others who have made a major contribution to the work. The list of authors will be agreed by the Advisory Committee before submission for publication and it will be clearly stated that the publication is made on behalf of UKHCDO.
  - ii) The names of Haemophilia Centre Directors who have provided the data will, where possible, be acknowledged in publications.
6. The address for correspondence should be the chairman or secretary of appropriate working party or chairman of UKHCDO. Other arrangements should be at the discretion of the office bearers for the Advisory Committee.
7. Information requests from the Department of Health will be handled by the UKHCDO chairman, who will seek advice as necessary.

**11.02.2004**