Get With The Guidelines-Resuscitation (GWTG-R)
Publication Process and Requirements

This Reference Sheet is serves as a summary to provide guidance to authors in preparation of Research abstracts and manuscripts using the Get With The Guidelines-Resuscitation database. Please reference the Get With The Guidelines Publication Policy for full outline of policy and procedure.

A) Overall Process Steps:

1) Download the Data Request Form available online:
   http://www.heart.org/HEARTORG/HealthcareResearch/GetWithTheGuidelines-Resuscitation/Learn-About-Get-With-The-Guidelines-Resuscitation_UCM_314498_Article.jsp

2) Submit completed Data Request Form to GWTG-R Research via e-mail:
   GWTG-Resuscitation_Research@heart.org

3) Request will be sent to GWTG-R Research Chairperson(s) within 2 business days of receipt. The Chairperson(s) will determine if Request feasible to move forward. If feasible, AHA staff will forward to RTF members requesting 3 members to review the request for feasibility, validity and novelty. If the Chairperson(s) have decided on the need for specific members to review, AHA staff will do specific request. The assignment will be done within 2 business days. AHA staff will send the review request to the assigned members and will compile feedback. Reviewers will have 10 business days to complete the review. In addition, the research request will be sent to University of Pennsylvania (UPENN) statistical team to confirm feasibility. AHA staff will send the detailed feedback to the GWTG-R Research Chairpersons for evaluation. Final determination by chairperson(s) will be completed within 2 business days.

4) AHA staff will notify the primary investigator of approval of submitted research proposal and will provide an outline of the research process including timelines for mss completion.

5) Approved requests are forwarded to UPENN statistical team to prepare data. Data is provided directly to the primary investigator by UPENN; The primary investigator and coauthors are responsible for statistical analysis of the data provided by UPENN.

6) Upon approval, a GWTG-R research task force member will be assigned to the project to serve as a liaison for the primary investigator. Liaison may be assigned from original 3 reviewers.

7) Routine research updates will be provided to Full Research Task Force during bimonthly meetings.

8) There will be monthly correspondence by GWTG publication coordinator and assigned GWTG-R liaison to help facilitate progress of project activity

9) First draft of a manuscript is required to be completed within 9 months of receipt of data

10) Final draft manuscript/abstract is circulated to all co-authors for review and sign-off within 12 months of receipt of data

11) Once co-author review is complete, the mss draft is sent to original 3 reviewers with the original research proposal attached for reference.

12) Draft is reviewed separately by two AHA committees: GWTG Science Subcommittee and the Executive Data Steering Committee (EDSC); each abstract review period is 1 week (5 business days) and each manuscript review period is two weeks (10 business days).
13) AHA staff will prepare summary of Committee feedback and/or approval and will send to primary investigator within 7 business days of abstract submission and 14 business days of manuscript submission.

14) Final manuscript/abstract draft is submitted to journal of choice by primary author or other designee; final draft will also be sent to AHA staff to keep on file for reference.

15) Journal decision, Online Release Date and Print Release Date are to be communicated back to the AHA Manager, Research Development by primary author or designee to ensure timely GWTG marketing and promotion strategies.

16) Please note: If the proposed manuscript is not completed within 1 year of project approval, there will be a risk of project reassignment to an alternate primary investigator.

B) Manuscript Requirements (will guide authors in providing accurate language)

Please note: applicable to dataset including data as of October 1, 2010

1) Acknowledgement to include in Methods Section:
   a) Outcome Sciences, Inc. serves as the data collection (through their Patient Management Tool – PMT) and coordination center for GWTG. The University of Pennsylvania serves as the data analytic center and has an agreement to prepare the data for research purposes.
   (1) “Outcome Sciences, Inc. is the data collection coordination center for the American Heart Association/American Stroke Association Get With The Guidelines® programs.”

   Informational, not required: Hospitals participating in the registry submit clinical information regarding the medical history, hospital care, and outcomes of consecutive patients hospitalized for cardiac arrest using an online, interactive case report form and Patient Management Tool (Outcome Sciences, Inc, Cambridge, Massachusetts).

2) Research Disclosure:
   All participating institutions were required to comply with local regulatory and privacy guidelines and, if required, to secure institutional review board approval. Because data were used primarily at the local site for quality improvement, sites were granted a waiver of informed consent under the common rule. Outcome Sciences, Inc (Cambridge, Massachusetts) served as the registry coordinating center. The University of Pennsylvania served as the data analytic center and granted the opportunity to prepare the data for research purposes.

C) Points of Contact:
   If you have any questions regarding the GWTG-R publication process or GWTG publications in general, please contact Laura.Shuey@heart.org or t-Beckie.Friesenhahn@heart.org