

October 26th 2011

CHECKLIST FOR PAPERS BASED ON THE NORWEGIAN INFLUENZA PREGNANCY COHORT STUDY (NorFlu)

All papers using NorFlu data and biological material must be sent to the NorFlu Scientific Management Group (PanFlu SMG) for approval. This is not a scientific review, but the manuscript will be revised to protect confidentiality as needed; to ensure that NorFlu is described correctly and that mandatory references are included; and that the analyses are in accordance to the stated scientific aims of the collaboration agreement. The NorFlu SMG will try to identify overlap with other approved NorFlu sub-studies, and will provide advice and feedback to authors where they feel this may be helpful. The NIPH and NorFlu SMG do not take responsibility for the scientific content of the manuscript.

Below is a checklist of requirements for NorFlu manuscripts along with accompanying notes either explaining these requirements and/or containing appropriate text to insert. Our goal is to evaluate all papers within two weeks after receipt is confirmed. A signed and completed checklist should be included with each paper submitted for approval to dataaccess@fhi.no.

CHECKLIST FOR NorFlu PAPERS (please fill in electronically)

Name of author(s):

Title of paper:

NorFlu project no.:

Data Version of NorFlu File used:

I have **analysed the data according to the specific aims** described in the collaboration agreement

I have a **Norwegian co-worker**

I have included NorFlu and **The Norwegian Influenza Cohort Study** as keywords (1)

The paper is within the **general aim of NorFlu** (2)

I have included an **acknowledgements section** (3)

I have included the **standard text of NorFlu** in both Abstract and Material and Methods (4)

I have included the appropriate **reference(s) for the NorFlu Study** (5)

I have returned the **syntax file** that I have used to dataaccess@fhi.no (6)

I have **not** published the effect(s) of confounder/covariate variables (6)

I will let the PanFlu SMG know **when the paper is accepted for publication**

I will send an **electronic copy of the final paper** (7)

I will inform the PanFlu **SMG about media coverage** (8)

I will provide a **short popular summary** of this paper if required (9)

Signature: _____

Date/Place: _____

NOTES

1. **Keywords**

To ensure that the study is identified consistently in scientific papers based on data and biological material from NorFlu, the NorFlu SMG prefers that the author uses the acronym NorFlu and The Norwegian Influenza Pregnancy Cohort Study as keywords.

2. **General aim of NorFlu**

The enrolled families have consented to participate in the NorFlu cohort study. The paper must be within the aim of the study which is to find causes of diseases primarily associated with exposures related to influenza illness, vaccination and antiviral medications. Additional aims are to detect early signs of diseases and to describe the development of diseases.

3. **Acknowledgements section**

The NorFlu SMG prefers that the author includes an acknowledgement section regarding our funders and thanks to the participating families who have contributed with data and biological specimens. The suggested text can be included as is or in a modified form;

“The Norwegian Influenza Pregnancy Cohort Study is supported by the Norwegian Ministry of Health. We are grateful to all the participating families in Norway for taking part in this ongoing cohort study”.

4. **Suggested standard text of NorFlu for use in “Abstract” and “Material and Methods”**

Abstract:

This study is based on the Norwegian Influenza Pregnancy Cohort Study (NorFlu) conducted by the Norwegian Institute of Public Health.

Material and methods:

The Norwegian Influenza Cohort Study (NorFlu) is a prospective population-based pregnancy cohort study conducted by the Norwegian Institute of Public Health. Pregnant women were recruited from four hospitals in Norway from February 2010 through September 2010. Participants had their last menstrual period (LMP) between June 1st and December 1st 2009. Three of the hospitals are situated in Eastern Norway (Oslo-area; Oslo University Hospital; Ullevål, Oslo University Hospital; Rikshospitalet and Vestre Viken Hospital; Asker and Bærum), and one in Western Norway (Bergen; Haukeland University Hospital). About 41% of the invited women consented to participate. The cohort includes about 3200 mother and child pairs. Blood samples were obtained from mothers and children (umbilical cord) at birth. About 320 non-pregnant controls were recruited to NorFlu among participants in another large pregnancy cohort study in Norway, the MoBa study.

Follow-up is conducted by questionnaires at regular intervals and by linkage to national health registries. The current study is based on (description of questionnaires, biological material and registry linkage in the current dataset to be filled in). The quality-assured data files were released for research on (date to be filled in). Informed consent was obtained from each NorFlu participant upon recruitment. The study was approved by The Regional Committee for Medical and Health Research Ethics in South-Eastern (or other, if applicable) Norway.

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5. References for NorFlu

Mandatory:

If biological material is used:

If relevant:

In process

6. The syntax file used in the manuscript

The manuscript must be accompanied by a syntax file showing how the study population was selected and how the main variables were defined. The syntax will only be used to reproduce the results or to comment on them in a letter to the editor of the journal in which the manuscript is published. The syntax shall be sent to dataaccess@fhi.no including project title, NorFlu reference number as well as the manuscript title. Stored syntax files will be treated confidentially, and can not be distributed to others without a written permit from the sub-study PI.

The NorFlu SMG has a restrictive policy when it comes to publishing the direct effects of confounding variables, in order to avoid infringement on other sub-studies. Such information may be submitted to referees/editors if required.

7. The final paper

Once your paper is accepted for publication, please send a copy of the manuscript in PDF format to dataaccess@fhi.no.

8. Media coverage of NorFlu publications

The NorFlu SMG encourages media coverage of NorFlu papers where it is appropriate to increase knowledge of the study as well as to show the participating families that the study generates valuable results. All contact with the media should be based on results accepted for publication in scientific journals or as printed abstracts at scientific conferences, and it should be made clear that the results are from The Norwegian Influenza Pregnancy Cohort Study. Please send a copy of the press release or if you have given any interview to dataaccess@fhi.no. Press releases can be made public on the NIPH website www.fhi.no/norflu together with the publication list of NorFlu papers.

9. Brief popular science summary of the accepted article

A short summary of all sub-studies using data and biological material from NorFlu are published on our website for the information purpose to the participating families. We will ask you to make a brief summary of the paper written as popular science to be used for administrative purposes and on our website as information on the obtained study results to the participants.

Read "Terms and Conditions for Access to Data and Biological Material from the Norwegian Influenza Pregnancy Cohort Study" available on our website www.fhi.no/norflu for NorFlu Publication Policy.