

ANRESIS: GUIDELINES AND OPERATIONAL RULES FOR SCIENTIFIC PROJECTS

1. GENERAL PRINCIPLES

Resistance data from the public website (www.anresis.ch) may be used without any request. Data source has to be cited as described in section 5. Single centers may publish their own data without any request, they are asked to cite the anresis-homepage, if they use the ANRESIS database for analysis. If data from several centers are used, a research proposal has to be submitted to the scientific board of ANRESIS. As exception, studies containing data of only few centers (3 in maximum) may be published without any request, if the responsible laboratory / hospital pharmacy heads agree. If the ANRESIS database is used for analysis it has to be cited. Proposals need to be submitted electronically to anresis@ifik.unibe.ch; all submissions and communication with the scientific board have to occur in English. Depending on the project, either a pre-specified data extract or a direct access to the database will be provided. In both cases data are strictly confidential and only aggregated data may be published. The level of aggregation depends on the dataset and is defined by the scientific board in collaboration with the project team. Data cannot be shared with a third part without approval by the scientific board and have to be destroyed when the project is over. The scientific board may make suggestions for additional study aims or research groups to be included in the project.

2. FORMAT OF PROPOSALS

Proposals for projects may be submitted anytime to anresis@ifik.unibe.ch. They should usually not exceed 4 pages and should include:

- List of study authors, including the affiliations
- A short introduction with 1 - 5 key references
- The study objectives
- The study design, including a brief description of the dataset needed
- The funding source (if any)
- A timeline

3. EVALUATION AND DECISION PROCESS:

Project proposals are circulated by e-mail to all scientific board members. They decide upon the project within six weeks and will inform the steering committee about their decisions at the next official steering committee meeting. If modifications are required, use of "track-change modus" is recommended for all re-submissions.

4. PROGRESS REPORT

One year after submission of the project, the responsible investigator has to send a short progress report to anresis@ifik.unibe.ch. The progress report should include quantitative figures if appropriate (% of objectives reached). Delay in the initial time schedule should be explained and a revised time schedule has to be presented (termination, manuscript, publication).

5. PUBLICATIONS

- Citing free online data may be done directly in the text as “www.anresis.ch” or in the reference section as “Swiss Centre for Antibiotic resistance, <http://www.anresis.ch>, last accessed [date]” as requested by the journal.
- First and last authors are determined by the investigators. Members of the ANRESIS Steering Committee or scientific board are listed as authors only, if they qualify for authorship according the ICMJE-guidelines (international committee of medical journal editors, <http://www.icmje.org/recommendations/>).
- ANRESIS is always cited at the end of authors list as “XYZ... and the Swiss Centre for Antibiotic resistance (ANRESIS)”. The Steering committee members have to be included as a footnote.
- For publication of resistance data, all ANRESIS laboratories are acknowledged at the end of the manuscript. For publication of antibiotic consumption, hospital pharmacists (or PharmaSuisse for outpatient data) are acknowledged at the end of the manuscript.

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