

ECHO Cohort Publications Policy

I. Introduction and Purpose

The ECHO Cohort Consortium (Consortium) expects its data and biospecimen resources to promote collaborative and expeditious research while considering how to minimize potential for group harms. To help the Consortium meet these expectations, this ECHO Cohort Publications Policy (Publications Policy) establishes the requirements that Consortium investigators must follow when proposing, publishing, and disseminating analyses of data on the ECHO Cohort Data Platform, including data arising from assays of specimens from the ECHO Cohort Biorepository. The requirements specified in this policy relate to the:

- Analysis Pipeline Process;
- Writing teams;
- Coauthorship;
- Acknowledgements; and
- Other applicable policies.

II. Scope

This Publications policy pertains to the ECHO Cohort Analysis Pipeline Process (Analysis Pipeline Process), which covers proposing, publishing, and disseminating analyses involving ECHO Cohort data and biospecimens. This policy applies to all Consortium writing teams, which can include investigators supported with Consortium awards, ancillary study investigators, and investigators from outside the Consortium who collaborate with ECHO investigators.

III. Definitions

Refer to the [ECHO Glossary](#) for full list of ECHO terminology.

IV. Policy

A. Analysis Pipeline Process

This Publications policy requires all Consortium investigators and writing team members to follow the official Analysis Pipeline Process approved by the ECHO Cohort Operations Committee (Operations Committee).

Writing teams should follow any guidance from the Publications Committee for minimizing the potential for group harms. In addition, when requesting use of data from participants from Tribal Nations, writing teams must follow requirements of the appropriate Tribal Human Subjects Review Board(s). See the ECHO Data Sharing and Use Policy for efforts to minimize risks to individuals.

The Analysis Pipeline Process also covers dissemination of Consortium research including developing lay summaries and issuing press releases. To comply, writing teams must complete

the forms necessary for developing lay summaries, and follow any related instructions from the ECHO Coordinating Center (Coordinating Center). To allow for proper coordination, writing teams must also notify the Coordinating Center before issuing any press releases.

To enhance dissemination of NIH-funded research, the [NIH Public Access Policy](#) mandates that authors must make their NIH-funded peer-reviewed articles publicly available via PubMed Central no later than 12 months after the official date of publication. While consistent with the NIH Public Access Policy, this Publications policy goes a step further: and requires that if the journal does not automatically deposit articles in PubMed Central, then immediately upon acceptance for publication, Writing Team Leaders must submit their final peer-reviewed manuscripts to PubMed Central and follow all directives until PubMed Central assigns the article a PMCID number. For Consortium manuscripts, the principal investigators of ECHO awards (generally listed as a coauthor on the manuscript) remain responsible for compliance.

B. Writing Teams

Writing Team Leader(s): Each writing team must have one Writing Team Leader and one Alternate Leader. The Writing Team Leader and Alternate Leader must draw support from a Consortium award(s) or be a principal investigator of an ECHO X01. The Writing Team Leader is the party primarily responsible for advancing the writing team’s analysis proposal, manuscript(s), and other deliverables. Writing Team Leaders must ensure their writing teams adhere to this Publications Policy and associated timelines, and they must fully cooperate as the primary point of contact with the Coordinating Center, Operations Committee, and ECHO Cohort Publications Committee (Publications Committee). If the Writing Team Leader is unable to fulfill their role, the Alternate Leader must assume these responsibilities.

Collaborative Membership: ECHO strongly encourages writing teams to include members from multiple ECHO Cohort Study Site (Study Site) awards, and at least one member from an ECHO Cohort Core or Center. The Consortium also encourages writing teams to involve a range of disciplinary experts and investigators from earlier career stages—preferably under the direct guidance of a mentor, e.g., the principal investigator of the Study Site with which the more junior investigator affiliates. Writing teams may include collaborators from outside the Consortium, including prior ECHO contributors.

Members from Foreign Institutions: The NIH ECHO Program Office must provide approval before writing teams can involve members from foreign institutions or organizations. NIH ECHO Program Office approval also applies to inclusion of individuals from foreign institutions or organizations as co-authors on publications (see Section IV.C: “Co-authors from Foreign Institutions”).

Timelines: To facilitate timely publication and dissemination of ECHO Cohort data analysis results, Writing Team Leaders must submit a Manuscript Development Timeline to the Coordinating Center within a timeframe that the Publications Committee sets, e.g., within one month after analysis proposal approval. As a general rule, the Manuscript Development Timeline should specify submission of a draft manuscript to the Publications Committee for review within twelve months after obtaining approval of the analysis proposal. However, based on certain conditions, e.g., the approved analysis requiring completion of a

biospecimen assay, the Publications Committee can provide a written exception approving an extended timeline developed with Operations Committee input.

Responsive Communication: The Coordinating Center can request information or regular, e.g., quarterly, progress updates from writing teams to help manage the Analysis Pipeline Process on behalf of the Operations Committee and Publications Committee. Writing Team Leaders or Alternate Leaders must respond promptly, e.g., within two weeks, to these communication requests from the Coordinating Center.

Analysis or Manuscript Suspensions: If a writing team cannot achieve the timeline that the Publications Committee approved or is unresponsive to communication requests, the Publications Committee can suspend their analysis proposal or manuscript until the writing team chooses a new Writing Team Leader and Alternate Leader.

Appeals or Conflicts: Writing teams may appeal a suspension that the Publications Committee imposes. The Operations Committee hears the first appeal. If Operations Committee denies the appeal, the ECHO Cohort Steering Committee (Steering Committee) can hear a second appeal.

If conflicts arise when developing analysis proposals or manuscripts, writing teams should try to resolve conflicts within the team. If the conflict stays unresolved, the writing team may petition the Operations Committee—or a subcommittee that the Operations Committee appoints—to hear and mediate.

If appeals or conflicts remain unresolved after Steering Committee and Operations Committee hearings, ECHO investigators may ask the NIH ECHO Program Office to convene a Dispute Resolution Committee according to the Dispute Resolution Clause in the Cooperative Agreement Terms and Conditions of Award.

C. Co-authorship

The guidelines for co-authorship on Consortium publications follow the International [Committee of Medical Journal Editors Guidelines](#), which recommend authorship based on the following four criteria:

- Contributing substantially to the analysis concept or design, or the acquisition, analysis, or interpretation of data involved in the analysis; AND
- Drafting sections of the manuscript or revising it critically for intellectual content; AND
- Approving of the final manuscript intended for publication; AND
- Agreeing to be accountable for all aspects of the work and ensuring to appropriately investigate and resolve any questions related to the accuracy or integrity of any part of the work.

As a general rule, unless the journal limits the number of authors, the writing team may include all writing team members as coauthors, as long as they meet the criteria for authorship as defined above.

First or Senior Author: Writing Team Leaders or Alternate Leaders need not be first or senior author on Consortium publications.

Co-authors from Foreign Institutions: If they include co-authors from foreign institutions or organizations, Writing Teams must gain approval from the ECHO Program Office before submitting manuscripts to journals for publication review.

Note: The NIH ECHO Program Office must approve the involvement of individuals from foreign institutions or organizations during analysis proposal (see Section IV.B: “Members from Foreign Institutions”).

Corporate authorship: To align with guidance from [MEDLINE](#) on corporate authorship, writing teams must include “ECHO Cohort Consortium” in the author byline.

D. Acknowledgements

NIH Support: According to the [NIH Grants Policy Statement](#), publications emerging from grant-supported activities must include an acknowledgement of the funding sources. For publications that arise from the Consortium’s Analysis Pipeline Process, writing teams must include the following funding acknowledgment and disclaimer:

- Funding acknowledgement: The Environmental influences on Child Health Outcomes (ECHO) program, Office of The Director, National Institutes of Health, supported this research under awards for the ECHO Cohort Consortium [include the UG3 grant number—and UH3 grant number after the transition to the UH3 phase—for each Cohort Study Site coauthor, as well as the applicable U2C or U24 grant numbers of Cores and Centers and applicable X01 numbers for ancillary study investigators].
- Disclaimer: The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health.

Contributor Acknowledgements: Writing teams may acknowledge individuals who contributed to the research described in the manuscript but who do not qualify for authorship.

E. Other Applicable Policies

The Consortium aims to maximize scientific value while minimizing risks to participants across the full range of data generation, research publication, and dissemination. To that end, Consortium investigators and writing team members must follow all applicable ECHO and NIH policies including, but not limited to, the ECHO Cohort Biospecimens Policy, ECHO Cohort Data Sharing and Use Policy, NIH Data Management and Sharing Policy, NIH Genomic Data Sharing Policy, NIH Grants Policy Statement, and the NIH Public Access Policy, as well as the requirements specified in the Cooperative Agreement Terms and Conditions of Award of each ECHO-funded investigator.

V. Review and Revision

Review of ECHO Cohort Consortium policies occurs at least every three years; however, as process change or circumstances evolve, this may warrant additional review and revision of this policy and associated documents.

VI. Supporting Documents

None

VII. References

- ECHO Cohort Data Platform:
<https://echoportal.org/identity/login?signin=f1a4058327d9b79129570c08f829904a>
- ECHO Data Sharing and Use Policy:
ECHO SharePoint Site/Program Manual/01. Program Information & Governance/b. Policies
- International Committee of Medical Journal Editors Guidelines:
<https://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>
- MEDLINE:
<https://www.nlm.nih.gov/bsd/policy/authorship.html>
- NIH Grants Policy Statement:
https://grants.nih.gov/grants/policy/nihgps/html5/section_4/4.2.1_acknowledgement_of_federal_funding.htm
- ECHO Cohort Biospecimens Policy:
ECHO SharePoint Site/Program Manual/01. Program Information & Governance/b. Policies

VIII. Attachments

None

IX. History of Change

Section Affected	Effective Date	Changes Made
Version 5.1		
Throughout	25Jun2025	Small revisions throughout to accommodate ancillary studies
II	25Jun2025	Revised the scope to apply to ancillary study investigators
IV.B. (page 2)	25Jun2025	Addition that Writing Team Leaders and alternates can also principal investigators of an ECHO X01
IV.D. (page 4)	25Jun2025	Made revision stating that publication acknowledgements of NIH funding should include any applicable X01 numbers.
Version 5.0		
Throughout	06Feb2025	General editorial revisions throughout.
IV.A. and IV.B. (pages 1 and 2)	06Feb2025	Made edits to comply with Presidential Executive Orders
IV.B. (page 2)	06Feb2025	Removed requirement for writing teams to include 2+ Study Site Awards
IV.B. and IV.C. (pages 2 and 4)	06Feb2025	Added requirement for ECHO Program Office prior approval of writing team members and co-authors from foreign institutions
IX (page 7)	06Feb2025	Removed history of change prior to start of Cycle 2 (version 4.0)
Version 4.1		
IV.B. (page 2)	11Dec2024	Revised general rule for timeline from analysis proposal approval to submission of manuscript to Publications Committee from 9 months to 12 months
Version 4.0		
Entire policy	01Sep2023	Revised policy to support ECHO Cycle 2.



ECHO

Environmental influences
on Child Health Outcomes
A program supported by the NIH

Version 5.1
Effective Date: 25/Jun/2025
Title: ECHO Cohort Publications Policy

Approval Page

Name/Title	Approval Date
NIH ECHO Program Office	25/June/2025