



Special Notes for Primary Authors of HCHS/SOL Papers

STUDY NAME – Proper use of the study name

Hispanic Community Health Study / Study of Latinos is the full name of the study and should be used either in complete form or abbreviated as HCHS/SOL. Publications are to use the entire study name or the complete abbreviation, no shortened variations are acceptable.

The title of papers should include the study name as shown in examples below (#1, 2 are preferred, #3 is an adequate short option).

1. *The Association Between Ankle Brachial Index and Physical Activity in a Hispanic Population: Results from the Hispanic Community Health Study/Study of Latinos (HCHS/SOL).*
2. *NOS1AP variant associated with incidence of type 2 diabetes in calcium channel blocker users in the Hispanic Community Health Study/Study of Latinos (HCHS/SOL).*
3. *The Association Between Ankle Brachial Index and Physical Activity in a Hispanic Population: Results from HCHS/SOL.*

In the body of papers, the study should be referred to by the acronym HCHS/SOL and the study population as Hispanics/Latinos. Please use the term Hispanics/Latinos throughout your paper, refrain from using either term alone or interchangeably and the study prefers that no abbreviation be substituted for Hispanics/Latinos (e.g. H/L is unacceptable).

PRESENTATIONS / POSTERS

Abstracts should be derived from approved paper proposals. Abstracts, after sign-off by co-authors, must be submitted to the Pubs Committee for review at least two weeks before the due date (be mindful of holiday periods). The process for submission is available on the HCHS/SOL investigator's website. Abstracts are expeditiously reviewed by two PC members with simultaneous review by Project Office (PO). PC reviewers are asked to recommend approval, modifications, or disapproval of the abstract.

All abstracts accepted for presentation or publication should be submitted to the CC for archival purposes. The study has templates on the investigator's website for posters and slide sets with useful additional logos/graphics. Please submit final draft posters that have been well-proofed for a cursory review by the Pubs Committee two weeks or more before printing deadline.

It is permissible to submit previously cleared abstracts to other meetings; copies should be sent to the CC for inclusion in the listings of HCHS/SOL Publications and Presentations. Presenters are to forward final copies of the actual posters or slides used at meetings to the CC for archival purposes.

ACKNOWLEDGEMENTS – Text & listings to include

The authors thank the staff and participants of HCHS/SOL for their important contributions.
Investigators website - <http://www.csc.unc.edu/hchs/>

FUNDING – Required text to include at end of manuscripts submitted for publication (baseline data)

The Hispanic Community Health Study/Study of Latinos was carried out as a collaborative study supported by contracts from the National Heart, Lung, and Blood Institute (NHLBI) to the University of North Carolina (N01-HC65233), University of Miami (N01-HC65234), Albert Einstein College of Medicine (N01-HC65235), Northwestern University (N01-HC65236), and San Diego State University (N01-HC65237). The following Institutes/Centers/Offices contribute to the HCHS/SOL through a transfer of funds to the NHLBI: National Institute on Minority Health and Health Disparities, National Institute on Deafness and Other Communication Disorders, National Institute of Dental and Craniofacial Research, National Institute of Diabetes and Digestive and Kidney Diseases, National Institute of Neurological Disorders and Stroke, NIH Institution-Office of Dietary Supplements.

PARTICIPANT ABSTRACT - Required study participants lay summary

HCHS/SOL has implemented a practice of including lay bilingual summaries for our study participants to be distributed within the Study newsletter. The brief summary should be written at high school literacy level for the audience of participants. Primary Authors are required to submit English and Spanish versions of the “participant abstract” to hchsadministration@unc.edu when final manuscript/in-press version is proofed and before it is available in the published format. It is suggested, that the lay summary be first written in Spanish (by a native speaker), translated to English and then back translated to determine if original message was preserved.

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