

CFP Guidance Document Criteria for Publishing Committee Reports

CFP Executive Board Position

CFP committee reports are currently accepted in council meetings “as is” with no basis for assessing validity of the information contained in the report. Essentially, the acceptance of the report acknowledges that the committee completed their assigned charge. There has been discussion among CFP Executive Board members that a process is needed to address possible peer-review and or report posting to the CFP website. That need is the foundation for the development of criteria for this “Publishing Committee Reports Guidance Document”.

CFP Ad hoc Committee

The ad hoc committee believes that any given committees report is “owned” by those that actively participated on the committee and were involved in the creation of the document. The ad hoc committee also believes that one of the key components of any CFP publishing guidance document should include a defined role of the committee chairs in the process or seeking publication in a peer reviewed manuscript.

How to Implement the Policy

To implement the Criteria for Publishing Committee Reports Guidance Document

1. The CFP Executive Board should encourage CFP committees that work on science-based reports to consider submitting such reports to a peer-reviewed journal for consideration for publication.
2. CFP committee chairs (chair/vice chair, co-chair) should lead the publication submittal process and should be the final arbiters for individuals that are to be included as authors. Those not wanting to be claim authorship of the report may decline to be listed.
3. The ad hoc committee, in consultation with the CFP board, should develop a boilerplate acknowledgement statement to be added to any peer reviewed manuscripts prior to submittal.
4. A link to the document should be made on the CFP website once a document has been peer reviewed and published.