

Publication rules and guidelines

Version 1.0

When do these rules and guidelines apply?

The HollandPTC publication rules and guidelines are mandatory for all projects which include (I) a *substantial* in-kind contribution of HollandPTC (e.g. HollandPTC provides expertise and/or research facilities, such as labs, the R&D bunker, gantries, clinical imaging modalities and the prospective research database) and/or (II) *any* industry funding allocated to HollandPTC. A full list of the research facilities can be found on the HollandPTC website.

Regarding all other projects which are (partly) performed at HollandPTC but do not match the criteria above, the rules below can be considered as guidelines.

What are the rules and guidelines?

For all scientific publications (including, but not limited to, scientific papers and presentations) attention should be given to the contribution of all authors, authorship order and potential conflicts of interest. HollandPTC follows the research codes of Erasmus MC and LUMC ('Erasmus MC Research Codes' and the 'LUMC Researchcode'). Furthermore, HollandPTC follows the ethical standard of conduct and reporting of research described by the 'Netherlands Code of Conduct for Research Integrity' and the general consensus of ethical standard in biomedical journals given by the International Committee of Medical Journal Editors (ICMJE) in their 'Recommendation for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals'.

Apart from these codes and standards, the following HollandPTC-specific rules apply:

1. All publications (including, but not limited to, scientific papers and presentations) should refer to HollandPTC.
 - a. Regarding scientific publications: this can either be done in the Method section or the Acknowledgements (see #2).
 - b. Regarding presentations: at least the HollandPTC logo should be used (see #3).
2. For all scientific publications at least one of the authors should use the affiliation HollandPTC (if contracted by HollandPTC) or refer to the HollandPTC consortium (see below). Thus:
 - a. A co-author that is contracted by HollandPTC should refer to their HollandPTC affiliation.
 - b. In the case none of co-authors holds an employment at HollandPTC, the HollandPTC *consortium* affiliation should be used.
3. For presentations (oral and poster) the HollandPTC PowerPoint templates (when research *largely* takes place at HollandPTC) is preferred, but the use of correct name and logo is mandatory.
4. The Research Office should receive a notification at least thirty days before the submission of a planned publication (or presentation abstract). The Programme Board has 30 days to evaluate the planned publication. If no objection is made within this time, the planned publication is permitted.

How do I refer to HollandPTC or the HollandPTC *consortium*?

Any referral to HollandPTC, either by author affiliation of an employee or otherwise, should be:

'HollandPTC, Delft, the Netherlands'.

Any referral to the HollandPTC *consortium* should be:

'HollandPTC consortium – Erasmus Medical Center, Rotterdam, Holland Proton Therapy Centre, Delft, Leiden University Medical Center (LUMC), Leiden and Delft University of Technology, Delft, The Netherlands'

