



UK Longitudinal Linkage Collaboration

Population Health Sciences

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**UK Longitudinal Linkage
Collaboration (UK LLC)**

PUBLICATION POLICY

PUBLIC

Version 1.2

21 February 2023

This document was printed on: Tue, 21 Feb 2023 and may be out of date. The current version is found here: [Policies](#)

PUBLIC

Policy number:	POL-ISM-007	Version:	V1.2
Author:	Katharine Evans, Governance & Policy Manager	Date:	27/09/2022
Authorised by:	Andy Boyd, Director	Date:	08/11/2022
Date published:	08/11/2022	Date to review:	21/02/2024
Permission to edit this policy must be provided by:	Director; Senior Research Manager		

Review History

Version	Review Date	Reviewed by	Section(s) amended	Authorised by
V1.1	14/11/2022	Katharine Evans, Governance & Policy Manager	2.2 & 5 to emphasise that outputs/publications must lie within project scope	Andy Boyd, Director
V1.2	21/02/2023	Katharine Evans, Governance & Policy Manager	Added Ts and Cs check and updated the checklist to align with DOC-ISM-041 V1.2	Andy Boyd, Director

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1. INTRODUCTION

The UK LLC provides data linkage and access services to the UK Longitudinal Population Study (LPS) community. It is operated by the Universities of Bristol and Edinburgh and is co-designed by contributing LPS from many UK organisations (spanning academia and NHS) and public representatives. The UK LLC integrates data from >20 UK LPS, linked to health, environmental and administrative records, into a centralised research resource available in a TRE provided by Swansea University's Secure eResearch Platform (SeRP UK).

2. PURPOSE AND SCOPE

2.1 Papers and similar outputs

This policy document describes the **requirements** for researchers when publishing **papers and similar outputs (such as reports, books and other manuscripts)** based on data accessed in UK LLC's Trusted Research Environment (TRE). All such outputs **must** be shared with UK LLC for review prior to submission – see section 5.

2.2 Presentations

The UK LLC does not require to see presentations before they are delivered, but researchers **must** acknowledge the **use and funding of UK LLC's resource** and the **collaborative contribution of the LPS and other data owners and partners** – for acknowledgements, logos and other useful materials see section 4. Researchers must also ensure that **all analyses and outputs fall within the scope of their approved project**.

2.3 Safeguarding participants' data

Safeguarding the anonymity and security of participants' data stored in the TRE are of paramount importance to UK LLC – All researchers must only include data in outputs/presentations that have been approved through UK LLC's 'data out' process (see the [UK LLC Data Access and Acceptable Use Policy](#) for details).

3. GENERAL RULES

- **Contributions to papers and similar outputs should be acknowledged using ICMJE authorship guidelines (icmje.org).** UK LLC staff, partners and contributing LPS staff are not expected to be authors unless they have provided material input into the research and where authorship is justified under ICMJE guidelines.
- **Authors should ensure papers and similar outputs are placed into the public domain as quickly as possible** (Note: all such outputs intended for public dissemination must be sent to UK LLC (access@ukllc.ac.uk) prior to submission for review – see section 5).
- **Papers and similar outputs must be published as Open Access** in line with [UKRI guidelines](#).

- **UK LLC staff do not conduct peer-review or scientific assessment.**
- **Under all circumstances UK LLC Executive Team reserves the right to submit letters or papers for publication** in response to any paper or similar output to explain study procedures or to express a scientific argument.
- **Datasets from UK LLC's TRE cannot be published in public databanks** because the underlying data are sourced from confidential LPS data and linked health and administrative records, and can only be accessed in the TRE. Project data can be requested via UK LLC for the purposes of replication and/or scientific challenge. Where this is requested from a journal, we suggest that you provide the following statement:

'Data used in this research are made available via UK Longitudinal Linkage Collaboration (UK LLC), which is a Trusted Research Environment developed and operated by the Universities of Bristol and Edinburgh using an underlying 'Secure eResearch Platform' provided by Swansea University for the processing and analysis of longitudinal study data with linked routine records. These data cannot be used or shared outside this environment. Researchers can apply to use UK LLC's resource using the procedure outlined in the [UK LLC Data Access and Acceptable Use Policy](#). The UK LLC uses a system of managed open access for researchers who demonstrate their project is intended to improve the public good.'

4. SUPPORTING MATERIALS

It is imperative that **all researchers acknowledge UK LLC and its partners, collaborators, funders and contributing data owners appropriately**. To help researchers, we have prepared the following materials.

Note: the materials contain information about **all the LPS and other data owners** that contribute data to UK LLC's TRE – researchers should adapt the materials to **only reference the LPS and other data owners included in their outputs**.

4.1 Papers and similar outputs

- Publication Checklist – see section 5
- Information about LPS for the supplementary materials of publications – see DOC-ISM-032 on the [Resources for Researchers SharePoint](#).

4.2 Presentations

All supporting materials for presentations are available on [UK LLC's GitHub](#). Materials comprise a selection of slides, including acknowledgements and logos.

5. UK LLC PUBLICATION CHECKLIST

Researchers can access an **editable Publication Checklist** (DOC-ISM-041) in the [Resources for Researchers SharePoint](#) to submit with their manuscript to access@ukllc.ac.uk

The UK LLC has worked with all partners, including contributing LPS and other data owners, to establish the **publication checklist** detailed below for papers and similar outputs.

The data owners have devolved responsibility for review of manuscripts to UK LLC to minimise the time taken to release findings into the public domain. To reduce the length of the methods and acknowledgements sections, the data owners have also agreed to be referenced concisely, with more detailed descriptions of their individual LPS populations and acknowledgements provided via supplementary materials (see DOC-ISM-032 on the [Resources for Researchers SharePoint](#)).

Please send the **completed checklist, your manuscript and lay summary** to access@ukllc.ac.uk for approval *prior* to journal submission with sufficient time for processing. **We expect to process all manuscripts within two weeks of receipt**, but may be able to expedite processing if required. Please note that if there are any substantive changes to the manuscript after UK LLC review, re-review must be sought.

We will review all manuscripts to check that the **publication checklist is adhered to**, that all manuscripts fall within the **scope of the approved project**, that all parties are **accurately described** and **acknowledged** and that all **project-specific terms and conditions** have been **adhered to**.

The UK LLC Executive Team may withhold the right to publish any manuscript that threatens to bring UK LLC or any of the contributing data owners into disrepute or which threatens the confidentiality of participants.

UK LLC PUBLICATION CHECKLIST

UK LLC Project Number:	llc_xxxx
Title of Manuscript:	
Name of Main Applicant:	
Date:	

Condition	Yes	No	If 'No' please explain
1. I agree to make this paper open access via a compliant journal or some other repository – I have followed the UKRI's Open Access Policy .	<input type="checkbox"/>	<input type="checkbox"/>	
2. I have included 'UK LLC' as a keyword.	<input type="checkbox"/>	<input type="checkbox"/>	
3. In the 'Methods' section (or equivalent) I have included the following key text for describing UK LLC: <i>The UK Longitudinal Linkage Collaboration (UK LLC) is a Trusted Research Environment developed and operated by the Universities of Bristol and Edinburgh using an underlying 'Secure eResearch Platform' infrastructure</i>	<input type="checkbox"/>	<input type="checkbox"/>	

Condition	Yes	No	If 'No' please explain
<p><i>(https://serp.ac.uk/) provided by Swansea University for longitudinal research. The UK LLC TRE is designed to host de-identified data from many interdisciplinary, longitudinal population studies; to systematically link these to participants' health, administrative and environmental records; and to provide a secure analysis environment. This project has been approved by UK LLC and its contributing data owners and information on this project and its outputs can be accessed via UK LLC's website (Data Use Register UK Longitudinal Linkage Collaboration (ukllc.ac.uk)) and UK LLC's GitHub (UK Longitudinal Linkage Collaboration GitHub). The UK LLC has ethical approval from the Health Research Authority Research Ethics Committee (Haydock Committee; ref: 20/NW/0446).'</i></p>			
<p>4. In the 'Methods' section (or equivalent) I have listed all contributing LPS and provided a link to supplementary materials with detailed descriptions of their respective study populations (see DOC-OPE-032 on the Resources for Researchers SharePoint).</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>5. In the 'Methods' section (or equivalent) I have cited each of the LPS I have used, based on their preferred reference citation (see DOC-OPE-032 on the Resources for Researchers SharePoint).</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>6. In the 'Results' section I have included the following wording where I have used Ordnance Survey AddressBase® Plus Sites Layer data relating to England and/or Wales in my extracts: '©Local Government Information House Limited copyright and database rights 2021, RDCA-395'.</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>7. In the Acknowledgements section I have included the following statement:</p> <p><i>'The UK LLC is an initiative of the UKRI-funded Longitudinal Health and Wellbeing National Core Study led by University College London (Grant code: MC_PC_20059). This work uses data accessed within UK LLC's Trusted Research Environment (TRE), hosted by the Secure eResearch Platform (SeRP UK). We thank the SeRP UK Team at Swansea University and NHS Digital Health and Care Wales for providing the TRE's infrastructure and support.</i></p> <p><i>This work uses data provided by participants of the contributing LPS within the UK LLC TRE, which have been collected through their longitudinal study or as part of their care and support and/or interactions with UK government services. We wish to recognise and thank the study participants and each contributing LPS team, including data managers, administrators and those collecting data. We thank the following LPS for</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	

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Condition	Yes	No	If 'No' please explain
<p><i>contributing data that made this research possible</i> [KEEP ONLY THE LPS YOU HAVE INCLUDED IN YOUR RESEARCH]:</p> <ul style="list-style-type: none"> • Airwave Health Monitoring Study (AIRWAVE) • Avon Longitudinal Study of Parents and Children (ALSPAC) • 1970 British Cohort Study (BCS70) • Born in Bradford (BIB) • English Longitudinal Study of Ageing (ELSA) • European Prospective Investigation into Cancer – Norfolk Study (EPIC-Norfolk) • Extended Cohort for E-health, Environment and DNA (EXCEED) • Fenland Study • Generation Scotland • Genetic Links to Anxiety and Depression Study (GLAD) • Medical Research Council (MRC) National Survey of Health and Development (NSHD) • Millennium Cohort Study (MCS) • National Child Development Study (NCDS) • National Institute of Health Research BioResource (NIHR BioResource) COVID-19 Psychiatry and Neurological Genetics (COPING) Study • Next Steps • Northern Ireland Cohort for the Longitudinal Study of Ageing (NICOLA) • Southall and Brent Revisited (SABRE) • TRACK-COVID Study • TwinsUK • Twins Early Development Study (TEDS) • The UK Household Longitudinal Study (Understanding Society). <p><i>A full list of acknowledgments, including support for each study, is provided in the supplementary materials.</i> [see DOC-OPE-032 on the Resources for Researchers SharePoint].</p> <p>[ONLY INCLUDE IF USING NHS DIGITAL DATA] <i>'We thank the NHS and particularly NHS Digital for their work in curating participants' health records and for making these available for public benefit research designed to improve health services.'</i></p> <p>[ONLY INCLUDE IF USING GEO-DATA] <i>'We thank the University of Leicester for providing geospatial data and Ordnance Survey for providing AddressBase® Plus.'</i></p>			

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Condition	Yes	No	If 'No' please explain
8. I have deposited any syntax, code lists, software, derived variables and accompanying documentation with the UK LLC (via the TRE) to be archived and made available to future UK LLC data users. This will be followed up on approval of your manuscript where appropriate.	<input type="checkbox"/>	<input type="checkbox"/>	
9. I have emailed a lay summary of my paper, highlighting findings and potential impact, to access@ukllc.ac.uk	<input type="checkbox"/>	<input type="checkbox"/>	
10. I will send an electronic copy of the final accepted paper to the UK LLC (access@ukllc.ac.uk) for inclusion in the Data Use Register .	<input type="checkbox"/>	<input type="checkbox"/>	
11. I will advise the UK LLC Communications Team (comms@ukllc.ac.uk) in advance of any press release, video or media activity planned and I will tag @UKLLCollab on Twitter and https://www.linkedin.com/company/ukllc/ on LinkedIn. I understand that the UK LLC Communications Team will inform the LH&W Communications Team about this work who will include this in LH&W reporting to UK scientific advisors, the NHS and others involved in the COVID-19 research response.	<input type="checkbox"/>	<input type="checkbox"/>	
12. I will provide a short scientific summary of this paper if required by UK LLC's Executive Team.	<input type="checkbox"/>	<input type="checkbox"/>	
Signature of Submitting Author*:			
Name of Submitting Author:			
Date:			

*Electronic signatures are permitted