

## Standards for ISE Scientific Documents

The International Society of Electrocardiology (ISE) aims are to promote the advancement of the science of Electrocardiology, through the dissemination of new knowledge, encouragement of new research in the field, to sponsor an International Congress on Electrocardiology and supporting other meetings in this field. To accomplish these aims, it should produce scientific documents that reflects the position of society in technical, clinical and public health issues, related to electrocardiology and cardiac arrhythmias. The ISE will release two types of scientific documents:

1. ISE Consensus papers, which purpose is to give a comprehensive and balanced overview of the chosen topic, to summarize existing knowledge, to identify evidence gaps, and to point to areas in need of improvement in the implementation on electrocardiology and cardiac arrhythmias;
2. ISE Position papers, which purpose is to give the position of ISE on aspects of the practice and education on electrocardiology and cardiac arrhythmias.

### ISE Consensus papers

1. A new consensus document:
  - a. Should be related to the main themes of electrocardiology and cardiac arrhythmias;
  - b. Can be proposed by any member of ISE.
  - c. Should be initially discussed within the ISE Executive Board (EB).
  - d. Should not overlap with existing or planned documents within ISE.
  - e. Can be developed in partnership with other societies in the field of interest.
2. A task force will be created to conduct the writing and publication of the publication document:
  - a. The ISE EB will decide who will chair the document.
  - b. The chairperson will suggest a list of members, experts in the field, to the Task Force (TF) to the ISE EB.
  - c. The ISE EB will make a final decision on the Task Force components, considering the list provided by the chairperson and other experts in the field;
  - d. It is recommended that the total numbers of the Task Force do not exceed a maximum of 12 persons.
3. All ISE Consensus papers should be reviewed by an independent reviewer or team of reviewers, assigned by the ISE EB, who will carry out this work in total independence from the TF.
4. In case of a joint or collaborative document, a letter of agreement formalizing the terms and conditions (equal numbers of TF members, reviewers, priority journal publication) must be established. The ISE should pursue to lead consensus papers directly related to its field.
5. Invitations:
  - a. Official invitation to task force members is sent out by ISE president and document chair.
  - b. In the invitation letter to TF members; the outcomes, requested word count and number of figures and tables for the part of each TF members should be written.
  - c. Official invitation to reviewers is sent out by ISE president and review coordinator.
  - d. TF members and reviewers should send Declarations of Interest (DOI) form to ISE.

6. Consensus papers should discuss the relevance of the theme, review comprehensively the literature and provide objective statements, including criteria for diagnosis and/or indications of procedures and treatment.
  - a. Tables and figures should be used to provide thoughtful insights in the theme and to summarize the main statements of the document.
  - b. When possible, the review of the evidence should be performed using standard methods of systematic review, with evaluation of the quality of the evidence.
7. The expected duration of the whole process, from the official invitation of the chairperson to submission to publication, should not exceed 12 months.
  - a. A first draft should be written within 3 to a maximum of 6 months after the official invitation
8. The primary publication for the scientific document will be JECG. A peer review by this journal will not be necessary as this has already been Performed by the reviewers.
9. The authorship list of the Consensus paper should begin with the chairperson, followed by other authors, and names of the reviewers, with the reviewer coordination in the last position.
10. The publication of the scientific document will be announced on the ISE website and related social media.
11. There will be one or more dedicated sessions present ISE Consensus Papers at the ISE congress.

### **ISE Position Documents**

ISE Position Documents should follow the same guidelines described above and should be related to the practice, education or use of electrocardiology or care of patient cardiac arrhythmias. The ISE EB should decide on the specific rules of each document, but, since the document expresses the position of the Society, the revision should be coordinated by a member of the ISE EB and the final document should be approved by this board.