

# *ATS DOCUMENTS TYPES AND OTHER PROJECT DEFINITIONS*

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## Statements

There are two types of ATS statements, policy statements and research statements:

- Policy statements present ATS positions on issues that pertain to bioethics, public health policy, health care financing and delivery, medical education, and governmental policy. As an example, see “An Official ATS Policy Statement: Pay-for-Performance in Pulmonary, Critical Care, and Sleep Medicine. *Am J Respir Crit Care Med* 2010; 181:752-761.”
- Research statements present ATS positions on issues that pertain to governmental funding of research, future research needs and initiatives, and other issues that promote or hinder pulmonary, critical care, and sleep research. As an example, see “Multisociety Task Force for Critical Care Research: Key Issues and Recommendations. *Am J Respir Crit Care Med* 2012; 185:96–102.”

Statements may make recommendations for policy and research; however, they may not make recommendations for patient care. They should be submitted within one year of the project start date. An Executive Summary is published in the *American Journal of Respiratory and Critical Care Medicine* (maximum of 3,500 words) and the full document is published online only (maximum of 10,000 words). Alternatively, the full document may be published in the *American Journal of Respiratory and Critical Care Medicine* if it is less than 3,500 words. The word limits are strictly enforced.

## Workshop reports

Workshop reports are summaries of conferences and workshops that were sponsored by the ATS. While most of the content in the report should derive from the conference or workshop, additional discussions and further development of ideas following the conference or workshop are acceptable. As an example, see “An Official American Thoracic Society Workshop Report: Climate Change and Human Health. *Proc Am Thorac Soc* 2012; 9:3-8.”

Workshop reports may not make recommendations for patient care. They should be submitted within one year of the project start date. Workshop reports are published in the online-only journal, *Annals of the American Thoracic Society* (maximum of 4,500 words). The word limit is strictly enforced.

## Technical standards

Technical standards describe how to perform a test or procedure. They do not compare tests or procedures, nor do they identify populations to which a test or procedure

should be applied. Technical standards should be based upon evidence, but they do not require a full or pragmatic systematic review of the literature.

Technical standards may not make recommendations for patient care, but may make recommendations about how to perform the test). They should be submitted within one year of the project start date. An Executive Summary is published in the *American Journal of Respiratory and Critical Care Medicine* (maximum of 4,000 words) and the full document is published online only (maximum of 10,000 words). Alternatively, the full document may be published in the *American Journal of Respiratory and Critical Care Medicine* if it is less than 4,000 words. The word limits are strictly enforced.

### *Clinical practice guidelines*

Clinical practice guidelines make diagnostic and treatment recommendations that assist physicians, other healthcare practitioners, and patients to make decisions about the appropriate course of action in specific clinical situations. They are developed by a multidisciplinary committee, which must include individuals with prior experience in the development of guidelines, systematic reviews, and/or a GRADE-based project. As examples, see “An Official ATS/ERS/JRS/ALAT Statement: Idiopathic Pulmonary Fibrosis: Evidence-based Guidelines for Diagnosis and Management. *Am J Respir Crit Care Med* 2011; 183:788-824” and “An Official American Thoracic Society/Society of Thoracic Radiology Clinical Practice Guideline: Evaluation of Suspected Pulmonary Embolism in Pregnancy. *Am J Respir Crit Care Med* 2011; 184:1200-1208.”

Guidelines are expected to be submitted within two years of the project start date. The first year is dedicated to 1) formulating clinical questions using the patient, intervention, comparator, outcome (PICO) format, 2) searching the literature, 3) selecting relevant studies, and 4) appraising and summarizing the evidence using the GRADE approach. The second year focuses on developing and grading recommendations using the GRADE approach, as well as writing the guidelines. Sufficient progress must be demonstrated during the first year for consideration for a second year of funding.

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*For more information and complete guidelines packet go to:*

<http://www.thoracic.org/statements/document-development/index.php>

## *Other Assembly/Committee Projects*

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### *OVERVIEW – Other Projects*

Other projects are defined as non document related projects. Project categories include: Webcasts, Conferences and any other projects where the end result is not an ATS official Document. Below are a few examples:

**Webcast** - The term "Webcasting" is used to describe the ability to use the Web to deliver live or delayed versions of sound or video broadcasts. A webcast is a media file distributed over the Internet using streaming media technology to take a single content source and distribute it to many simultaneous listeners/viewers. As a broadcast may either be live or recorded, similarly, a webcast may either be distributed live or recorded. Essentially, webcasting is "broadcasting" over the Internet.

**Registries** - a registry is a location in an organization or server where data and information are stored and maintained.

**Conferences** - A conference is a meeting of people that "confer" about a topic. Academic conference, in science and academia, a formalized event where researchers present their results in speeches, workshops or by other means

**CME Monographs or Newsletter** - A **monograph** is a scholarly book or a treatise on a single subject or a group of related subjects, usually written by one person. It is a one-time publication that is complete in itself. It may refer to a detailed, well-documented work on a limited subject or a person.

A **newsletter** is a regularly distributed publication generally about one main topic that is of interest to its subscribers. Newspapers and leaflets are types of newsletters. Additionally, newsletters delivered electronically via email (e-Newsletters) have gained rapid acceptance for the same reasons email in general is gaining popularity over printed correspondence. Many newsletters are published by societies and associations to provide information of interest to their members.

**CD-Rom- CD-ROM** (an abbreviation of "Compact Disc read-only memory") is a Compact Disc that contains data accessible by a computer. While the Compact Disc format was originally designed for music storage and playback, the format was later adapted to hold any form of binary data. CD-ROMs are popularly used to distribute computer software, including games and multimedia applications, though any data can be stored (up to the capacity limit of a disc). Some CDs hold both computer data and audio with the latter capable of being played on a CD player

**All of the above other project descriptions may or may not result in an official ATS Document**

**Other projects not listed above may also be submitted through this mechanism**

*Please contact Miriam Rodriguez, Senior Director, Assembly Programs and Program Review Subcommittee, email: [mrodriguez@thoracic.org](mailto:mrodriguez@thoracic.org) or tel.: 212/ 315-8639 to discuss any questions regarding the proposal process.*