ANTHC Non-Research Review Process

Abstracts, Manuscripts, Proposals, and Presentations, Brochures, Factsheets

as of March 2019
In spring 2019, a new process was approved by the ANTHC Board of Directors for the review and approval of research and non-research materials:

- Abstracts
- Manuscripts
- Proposals
- Other: presentations, brochures, and factsheets
Where do you start the process for Non-Research Review?

- Abstracts
- Manuscripts
- IRB Non-Research Proposals
The ANTHC Abstract, Manuscript, and Proposal Non-Research Review Committee (AMP-NRC) includes:

- Senior Director of CHS / Chief Strategy & Admin Officer
- Marketing Director
- and subject matter experts, as appropriate
Non-Research Review Committee:

- Adheres to same review criteria as the Research Review Committee
- Reviews AMPs not subject to IRB approval that are primarily intended to improve public health programs and services:
  - Abstracts for a conference presentation
  - Manuscripts (e.g., not based on a research project)
  - Proposals (e.g., quality improvement projects)
Non-Research Review Committee:

• Reviews electronically
• Submissions must include:
  – AMP Non-Research Summary Form completed using lay language
  – Abstract, Manuscript, or Proposal
• Submit to NonResearchReview@anthc.org
• Allow up to five business days for the review
For more information on the ANTHC Non-Research Review process, please contact:

Karen M. Morgan, Program Manager
729-4491
kmmorgan@anthc.org
ANTHC Communication Materials Review Process

Are you submitting materials for external distribution?

Yes?

Abstracts, Manuscripts, Proposals

Research/Sensitive Topic*  
Abstracts, Manuscripts**, Proposals  
(determined as research by IRB)  
Submit to  
ResearchReviewCmtee@anthc.org

Non-Research  
Abstracts, Manuscripts, IRB  
Non-Research Proposals  
Submit to  
NonResearchReview@anthc.org

Research Review  
by  
Abstracts, Manuscripts, Proposals Review Committee (AMP-RC)

Non-Research Review  
by  
- Senior Director of CHS / Chief Strategy & Admin Officer;  
- Marketing Director;  
- and subject matter experts, as appropriate

Review  
- Publications (e.g. brochures, factsheets) subject to Marketing approval  
- Presentation review by Department Director or their designee

Research Review  
by  
Health Research Review Committee (HRRC)

* Sensitive topic: Domestic Violence, Substance Misuse/Abuse, Sexual Assault, Suicide, Genetics  
** Medical Case Reports

Prepared by Community Health Services, ANTHC.  
Questions for research reviews: Abbie Willetto (awilletto@anthc.org).  
Questions for non-research reviews: Karen Morgan (kmorgan@anthc.org).  
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Where do you start the process for the review of presentations, brochures, and factsheets?

- Publications (e.g., brochures, factsheets) subject to ANTHC Marketing approval
- Presentations reviewed by Department Director or their designee