

**Manchester Academic Health Science Centre /Faculty of Biology, Medicine and Health
Guidelines for Addresses and Acknowledgements on Publications**

Addresses

External agencies are increasingly using citation analysis as one means of ranking institutional applications – a good example is the RAND analysis that NIHR undertake of Hospitals and Universities as part of Biomedical Research Centre applications. Such analysis searches for appropriate Hospital and University names in the address lines of publications. Therefore, for some time now, MAHSC has provided guidelines on addresses to ensure that all of our organisations are found in these bibliometric searches. The following is an update on this advice for the new Faculty.

It is recognised that some journals may restrict the level of detail that can be included – however, the following should be used wherever possible.

For staff with a UoM contract

Joseph Z. Bloggs

Centre name if applicable (E.g. Manchester Collaborative Centre for Inflammation Research), Division of XXXXX, School of YYYYY, Faculty of Biology, Medicine and Health, University of Manchester, Manchester Academic Health Science Centre, rest of address as appropriate - Manchester M13 9PL, UK

For staff with a UoM contract (full or honorary) who also have a MAHSC Trust contract (regardless of where they are based)

Joseph Z. Bloggs^{1,2}

¹Centre name if applicable (E.g. Manchester Collaborative Centre for Inflammation Research), Division of XXXXX, School of YYYYY, Faculty of Biology, Medicine and Health, University of Manchester, Manchester Academic Health Science Centre; ²Hospital Division (e.g. Manchester Royal Eye Hospital), NHS Trust (e.g. Salford Royal NHS Foundation Trust), Manchester Academic Health Science Centre; rest of address as appropriate - Manchester M13 9PL, UK.

For staff with a MAHSC Trust contract (and no UoM contract)

Joseph Z. Bloggs

Hospital Division (e.g. Manchester Royal Eye Hospital), NHS Trust (e.g. Salford Royal NHS Foundation Trust), Manchester Academic Health Science Centre, rest of address as appropriate - Manchester M13 9PL, UK.

Acknowledgements

When externally funded facilities have been used in a study it is very important, for their annual reports, and so further funding, that they are acknowledged e.g. our core facilities (such as bioimaging, single cell facility, etc) and our UKCRC accredited MAHSC Clinical Trials Unit (appropriate wording can be provided by facility managers).

The NIHR Manchester Biomedical Research Centre and Manchester Clinical Research Facility will also need to be acknowledged and clear guidance on this is provided at the following

link: <https://www.manchesterbrc.nihr.ac.uk/wp-content/uploads/2017/12/NIHR-Manchester-Poster-landscape-FINAL.pdf>

Furthermore, involvement of Great Manchester Local Clinical Research Network funded staff must also be acknowledged e.g. 'this study was facilitated by the Great Manchester Local Clinical Research Network'.