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Each section below details the type of report that each requirement is relevant to (though if in doubt please contact the editorial office). A link to further guidance in the [Information for Authors](#) is provided with each requirement.

**Project reference**  **Research programme**

**Title of report**

Forms (please confirm that you have included the relevant forms in the submission of your report) <a href="#">Forms p.35</a>		
Form	Report type	
<b>ICMJE Uniform Disclosure Form for Potential Conflicts of Interest</b> For each author	ALL	Yes <input type="checkbox"/>
<b>Order of Authors Agreement</b> Signed and agreed by each named author	ALL	Yes <input type="checkbox"/>
<b>CONSORT/ CONSORT for Abstracts/ PRISMA / STARD checklists</b> where applicable	Randomised controlled trials / evidence synthesis / systematic reviews / diagnostic accuracy studies	Yes <input type="checkbox"/> N/A <input type="checkbox"/>
<b>Permissions Checklist</b>	ALL	Yes <input type="checkbox"/>
<b>CHEERS Checklist</b>	Reports containing a substantial economic evaluation or cost effectiveness component	Yes <input type="checkbox"/> N/A <input type="checkbox"/>

Editorial Requirements			
Link to guidance	Report type	Required	
<b>Report-specific requirements</b>			
<a href="#">Economic evaluations p.5</a>	Economic evaluations	The report satisfies the 'Guidelines for authors and peer reviewers of economic submissions to the BMJ'? if appropriate.	Yes <input type="checkbox"/> N/A <input type="checkbox"/>
<a href="#">Programme Grants for Applied Research p.6</a>	PGfAR	Short abstract (300 words maximum) for each chapter if this is appropriate.	Yes <input type="checkbox"/> N/A <input type="checkbox"/>
<b>Public and Patient Involvement</b>			
<a href="#">Reporting patient and public involvement p.9</a>	ALL	Page numbers in the report where patient and public involvement in the research is explained (please also state if not applicable):	<input type="text"/>
<a href="#">Plain English Summary p.11</a>	ALL	Plain English summary (250 words maximum)	Yes <input type="checkbox"/>
<b>Contents</b>			
<a href="#">Report Contents p.9</a>	ALL (exc. PGfAR)	Maximum word count of 50,000 words in main body of report (mandatory from January 2017)	Yes <input type="checkbox"/>
<a href="#">Report Contents p.9</a>	ALL	Accurate, comprehensive table of contents, list of tables and list of figures (where applicable)	Yes <input type="checkbox"/>
<a href="#">Report Contents p.9</a>	ALL	Abbreviations list	Yes <input type="checkbox"/>
<a href="#">Title page p.10</a>	ALL	Full and accurate report title, detailing the study type.	Yes <input type="checkbox"/>
<a href="#">Title page p.10</a>	ALL	A list of keywords for the report supplied	Yes <input type="checkbox"/>
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Link to guidance	Report type	Required	
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<a href="#">Scientific summary p.11</a>	ALL	Scientific summary (2400 words maximum)	Yes <input type="checkbox"/>
<a href="#">Conclusions / recommendations p.12</a>	ALL	The report does NOT make recommendations about policy or practice.	Yes <input type="checkbox"/>
<a href="#">Conclusions / recommendations p.12</a>	ALL	Clear conclusions and recommendations for future research	Yes <input type="checkbox"/>
<a href="#">Acknowledgements p.14</a>	ALL	Acknowledgements section including the contributions of each author (their role, job title and specialty)	Yes <input type="checkbox"/>
<b>Format</b>			
<a href="#">Format p.15</a>	ALL	Format is Microsoft Word with 1.5-line spacing	Yes <input type="checkbox"/>
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Final protocol[s](or equivalent document) uploaded to MIS at submission.			Yes <input type="checkbox"/>
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