**MANUSCRIPT ANALYSIS REQUEST FORM**

**Study Name:** [Study]

**Manuscript title (working):**  [Title]

**Date of request:** [Date]

**Lead author:** [Author/PI]

**Senior Author:**  [Author/PI]

**Writing team/co-authors:** [List all individuals who are expected to contribute directly to the preparation of the manuscript as co-authors.]

**Proposed target journal(s):** [Journal]

**Target date (or timeline) for submission:** [Date or basic timeline for submission]

**Additional information:** [Provide other pertinent details related to development of the manuscript including known deadlines for preliminary presentation of results (e.g., Steering Committee meeting, abstract submission).]

# STUDY DESIGN OVERVIEW

Background/rationale: [Provide brief overview of background and rationale for current manuscript. Key references may be attached separately.]

## Research objectives and hypotheses:

[Provide numbered list of research objectives and related hypotheses: e.g.,
 Objective 1:
 Objective 2:
 …]

Population definition: [Which records should be used in the analysis? Detail any specific inclusion and exclusion criteria (beyond general study entry criteria) here.]

# VARIABLES and definitions

**NOTE:** For all variables, please review data collection forms to include specifics and provide detailed definitions.

## Outcomes:

Primary outcome(s): [Primary outcome(s)]

Secondary outcome(s): [Secondary outcome(s)]

Descriptive outcome(s): [Additional outcomes to include for descriptive purposes]

## Other Variables:

[List all other variables of interest for analyses, including any to be examined in relationship to the primary or secondary outcomes and/or that relate to the study objectives/hypotheses. Specify categories to be used for any variables that will be defined differently than in existing data (e.g., continuous age categorized into age groups). You may find it useful to group variables according to certain labels such as demographics, baseline characteristics, etc.]

# DATA SUMMARY AND ANALYSIS PLAN

[Describe tables and figures to include in the manuscript (may be helpful to attach examples or mock up table layout). Outline planned analyses for each objective/hypothesis and any general thoughts related to analysis.]