

## ISCD White Paper Policy and Procedures

**Background:** The term White Paper is an offshoot of the term *WhiteBook*, which is named after the official publication of a national government. A White Paper is an authoritative report designed to outline a policy, to educate or to further explain an official position or standard, and is used to help people make decisions. A White Paper typically argues a specific position or solution to a problem. For ISCD's purpose, emphasis is placed on the word educate. White Papers are an effective medium that educate, inform and, if/when appropriate to influence. A White Paper may reinforce why one recommendation is selected over another.

**ISCD Definition of White Paper:** A White Paper is a document that is written by one or more individuals, a committee or task force, upon request of the ISCD President or Board, to address a matter of policy or science in the assessment of skeletal health, and approved according to ISCD procedures. An Executive Summary of the White Paper may be included and/or be a separate document.

### **Procedure for Approval and Publication of a White Paper:**

- The completed document, with an Executive Summary that is included or provided as a separate document, will be submitted to the President for review and comment. At the discretion of the President, the document may be sent to the Executive Committee, Scientific Advisory Committee, or other committee/ task force for review, comment, and/or editing.
- When the review process is complete, the President will send the document to the ISCD Board of Directors (Board) for a vote of approval.
- If approved by the Board by a simple majority, it then becomes an approved ISCD White Paper, representing the recommendation(s) of the ISCD. All White Papers must have Board endorsement before release.
- All White Papers will be referenced on the ISCD Web site, with inclusion of or links to the full text whenever possible.
- Authorship of White Papers shall be listed as those individuals responsible for creating and writing the paper, to be followed by "for the ISCD Board of Directors."
- At the discretion of the authors, White Papers may be submitted to the Journal of Clinical Densitometry for peer review and consideration for publication.
- If/when the peer review process recommends change in White Paper text, revisions will be made by the individuals responsible for writing the paper and returned to the Board for review and consideration of approval as noted above.

Peter Brown 12/7/12 2:12 PM

**Deleted:** W:\ISCD\Board\Policies and Procedures\ISCD White Paper Policy 2006-12-07.doc