

Criteria for rejecting / de-registering a protocol submitted to EPOC

The following are criteria for rejecting / de-registering a protocol submitted to EPOC:

- The protocol does not meet the EPOC criteria for protocols ([Author pre-submission checklist for protocols](#)) and the review authors have failed to address comments provided by the contact editor.
 - Review authors will be given two opportunities to adequately respond to comments and one month to respond each time that comments are provided.
 - Protocols will not be sent for peer review until comments by the contact editor (using the [checklist](#)) have been adequately addressed.
 - Review authors are expected to submit the authors' checklist with the protocol.
- The review authors have not responded for two months to requests from the editorial base for an update on progress.
- The review authors have not submitted a revised protocol within two months of receiving feedback, and have not provided a compelling explanation for the delay.
- There have been substantial changes to the review author team and the editorial base does not feel that the current team has the necessary skills and experience to undertake the proposed review.
 - This includes a failure of senior members of the team to contribute adequately to the protocol.
- The questions/objectives in the submitted protocol differ substantively from those in the Title Registration Form and the editorial base considers that the submitted protocol is outside of the scope of EPOC or does not address a priority topic or overlaps substantially with another Cochrane protocol or review.
- The review authors have not submitted a draft review within 18 months of acceptance of the protocol for publication and have not provided a compelling explanation to the editorial base for the delay in completing the review.
- The review authors have indicated to the editorial base that they are unable to complete the review.
- The review authors have failed to inform the editorial base of an important conflict of interest that may undermine the credibility of the proposed review.

Suggested citation: Cochrane Effective Practice and Organisation of Care (EPOC). Criteria for rejecting/deregistering a protocol submitted to EPOC. EPOC Resources for review authors, 2017. Available at: <http://epoc.cochrane.org/resources/epoc-resources-review-authors>