



ASPC Clinical Practice Statement (CPS)

Submission for Consideration

General Topic for Clinical Practice Statement:

Working title of CPS:

Potential authors or writing group (please include 1st author & senior author):

Timeline:

Submitted by:

Date:

Describe how CPS aligns with ASPC mission:

Working outline:

The chair(s) of a CPS should ensure the following:

- (1) The individuals recommended for the writing committee must have appropriate expertise for the section(s) they are assigned.
- (2) It is the responsibility of the CPS chair to recruit a writing group that is diverse racially/ethnically and that both men and women be represented. The number of men and women specific to each CPS does not have to be 50-50; however, chairs should strive to make the ratio between genders at least 70/30 or 30/70, depending upon the topic and specific writing needs of the group.
- (3) A writing group should be comprised of no more than 12 contributors.
- (4) It is the responsibility of the chair(s) to stick to the proposed timeline and keep the document on track and on time.

- (5) It is the responsibility of the chair(s) to do a literature search and determine if there is indeed need for the preparation of a CPS on a given topic.
- (6) Effort should be made to recruit from both the BOD and the general membership of the ASPC. Contributors outside of the ASPC can also be invited depending on the needs of the writing group. Many members, especially early career members, would love to get involved, and their participation should be encouraged.
- (7) All proposals must first be vetted and unanimously approved by the ASPC Education Committee before it can move forward.
- (8) Once completed, a CPS must be submitted to the Education Committee for preliminary review. The Education Committee reserves the right to approve/send back for revision a CPS prior to submission to the ASPC Board of Directors.
- (9) A CPS will then be distributed to the ASPC board for final approval prior to submission to AJPC. The document will then have the official designation of "Clinical Practice Statement of the American Society for Preventive Cardiology."
- (10) The education committee will periodically issue a "call for CPS proposals" in the AJPC and the ASPC website.

Please send completed submission document to SManthos@aspconline.org.