Handouts

NIH Public Access Policy Summary

The National Institutes of Health Public Access Policy ensures the public has access to published results arising from NIH-funded research by requiring authors to submit journal articles to the National Library of Medicine's digital archive PubMed Central. See http://www.research.uci.edu/ora/sp/NIHopenaccess.htm.

	The Public Access Policy requires posting of peer-reviewed articles based on research: • Funded by an NIH grant or cooperative agreement active in Fiscal Year 2008 (October 1, 2007-September 30, 2008) and beyond; • Funded by an NIH contract signed on or after April 7, 2008; • Funded by the NIH intramural program; or • As an NIH employee.
	Peer-reviewed articles, including all graphics and supplemental materials that are associated with the article, must be posted to PubMed Central within 12 months after publication.
	Investigators must ensure that the copyright transfer or other agreement signed with a publisher allows articles to be posted to PubMed Central. Insert language suggested by NIH or UC to revise a publishing agreement. See the UC letter to publishers at http://www.research.uci.edu/ora/forms/sp/NIHPubMedPublisherLtr-3-6-08.pdf.
	Articles may be submitted by investigators or their staff, or by the publisher. See http://publicaccess.nih.gov/submit_process_journals.htm for a list of journals that will automatically post to PubMed Central if NIH funds are involved. To submit articles directly to the NIH Manuscript Submission (NIHMS) system, go to http://www.nihms.nih.gov. Either way, investigators must review and approve the manuscript to complete the transfer to PubMed Central.
	Beginning May 25, 2008, articles cited in NIH applications, proposals and progress reports that fall under the Policy and were authored or co-authored by the investigator must include the PubMed Central reference number (PMCID). Include the NIHMS reference number (NIHMS ID) if a PubMed Central number is pending.

NIH References:
FAQ - http://publicaccess.nih.gov/FAQ.htm
Public Access - http://publicaccess.nih.gov/
Revised Policy - http://grants.nih.gov/grants/guide/notice-files/NOT-OD-08-033.html

UCI Libraries Website:
http://www.lib.uci.edu/scamp/nih-guide.html

UCI Office of Research Administration/Sponsored Projects Website:
http://www.research.uci.edu/ora/sp/NIHopenaccess.htm

5/15/2008

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NIH Public Access

As of April 7, 2008, all published results from NIH research must be submitted to PubMed Central (http://www.pubmedcentral.nih.gov/) within twelve (12) months of acceptance for publication. This applies to all peer-reviewed journal articles, not book chapters, correspondence or editorials. Articles published prior to April 7, 2008, may be included with proper copyright permission.

Compliance is a three step process:

1. Copyright - The publication agreement or similar copyright transfer agreement must allow submission of the article within twelve months to the NIH. CWRU's Provost has supplied an appropriate copyright letter. Please contact hclref@case.edu if you need additional information.

2. Submit the article to NIH –
   i. You or someone in your organization (e.g., an assistant or your library) may deposit a copy of the **peer reviewed manuscript** in the NIH Manuscript Submission (NIHMS) (http://www.nihms.nih.gov/) system.
   ii. Your publisher may send the **peer-reviewed manuscript** files to the NIH Manuscript Submission system for you. There is a list of Journals That Submit Articles To PubMed Central (http://publicaccess.nih.gov/submit_process_journals.htm).

3. Cite - As of May 25, 2008, when citing an article in NIH applications, proposals, and progress reports that falls under the Policy, and was authored or co-authored by you or arose from your NIH award, you must include the PubMed Central reference number (PMCID). This policy includes applications submitted to the NIH for the May 25, 2008 due date and subsequent due dates.

Please see the Frequently Asked Questions (http://publicaccess.nih.gov/FAQ.htm).

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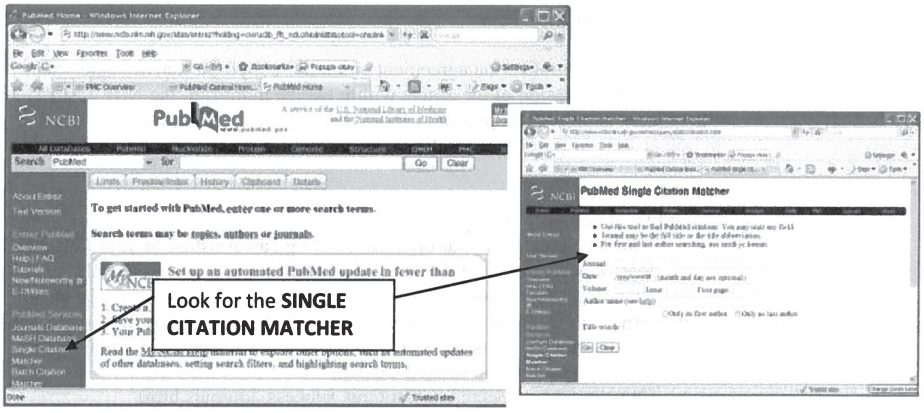
Finding PMCID's

PMCID's are part of the PubMed record.

Please use CHSL's link to PubMed:

http://www.ncbi.nlm.nih.gov/sites/entrez?holding=cwruclib_fft_ndi,ohiolinklib&otool=ohiolink



The Single Citation Matcher has a fill-in-the-blank form for searching for a citation when you have some bibliographic information, e.g., journal name, volume, page number.

1. Click Single Citation Matcher on the PubMed sidebar.
2. Enter the bibliographic information you have.
3. Click Go.

If you know an author's name, you may just search in PubMed.

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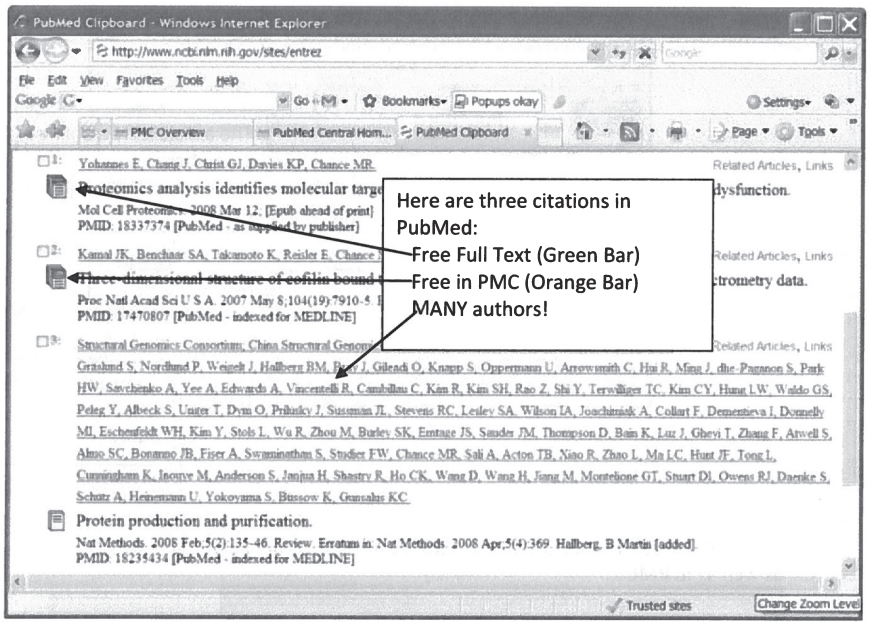

Here are three citations from PubMed. The first, with the green bar on the yellow tablet, means that the article is available free online. The second, with the orange bar on the yellow tablet, means that the article is available free in PubMed Central. The third article has numerous authors. All three citations have important implications for NIH submission information. For the free online article, you must include the URL of the free article. For the free in PMC, you must include the PMCID. For the citation with the many authors, you must include all the authors' names.

Information about citing articles is available from two sources freely available online:

Citing Medicine (http://www.ncbi.nlm.nih.gov/books/bv.fcgi?rid=citmed.TOC&depth=2)

ICMJE - Uniform Requirements for Manuscripts Submitted to Biomedical Journals (http://www.icmje.org/)

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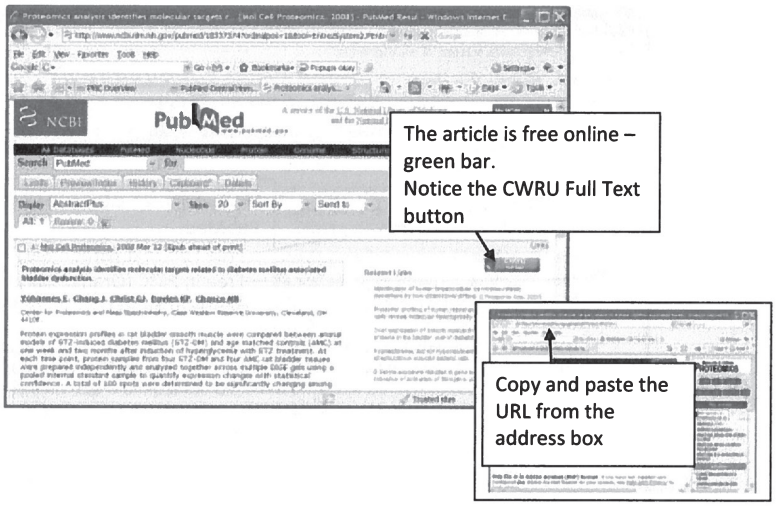
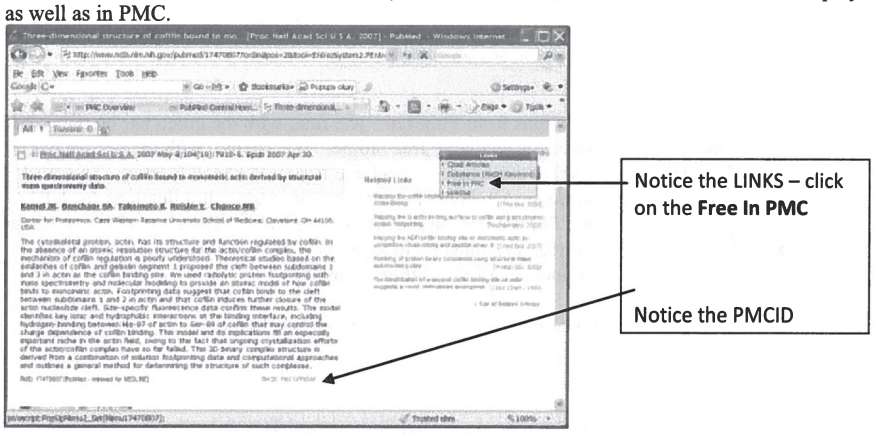


For articles which are free in PMC, you can find the PMCID on the AbstractPlus Display as well as in PMC.



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NIH Public Access
http://www.case.edu/chsl/NIHPublicAccess.pdf

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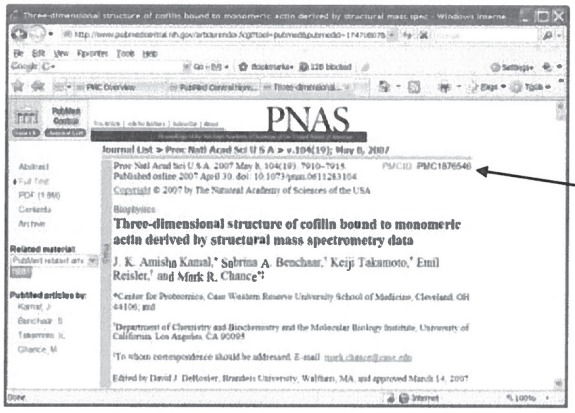
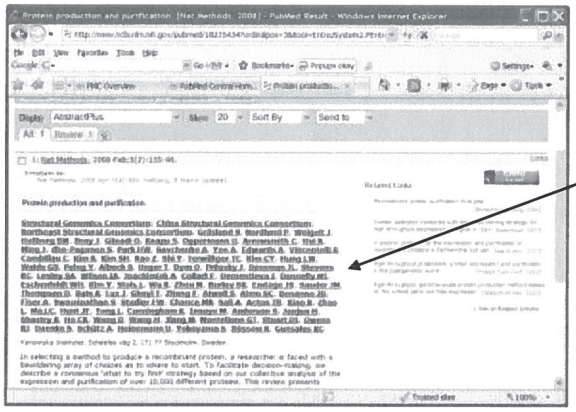


Here is another location for the PMCID as well as the full text of the article



You must include ALL authors!

If you need additional assistance, please contact the reference desk at 216-368-3218, or by email to hclref@case.edu.

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New NIH Reporting Requirements[1]

Introduction

Recipients of funding from the National Institutes of Health (NIH) funding should be aware of a new reporting requirement (http://grants.nih.gov/grants/guide/notice-files/NOT-OD-08-033.html) that goes into effect on **April 7, 2008**. Principal investigators must ensure that electronic versions of any peer-reviewed manuscripts arising from NIH funding and accepted for publication after that date are deposited in PubMed Central (PMC), NIH's digital archive of biomedical and life sciences journal literature. Full text of the articles will then be made freely available to the public no later than 12 months after publication. The requirement applies to any NIH direct funding, including grants, contracts, training grants, subcontracts, etc. In addition, beginning May 25, 2008, anyone submitting an application, proposal, or progress report to NIH must include the PMC or NIH Manuscript Submission Reference Number when citing applicable articles that arise from their NIH-funded research.

Who is affected?

The Policy applies to you if your peer-reviewed article is based on work in one or more of the following categories:

1. Directly funded by NIH grant or cooperative agreement active in Fiscal Year 2008 (October 1, 2007-September 30, 2008) or beyond;
2. Directly funded by a contract signed on or after April 7, 2008;
3. Directly funded by the NIH Intramural Program;
4. If NIH pays your salary.

Important information on rights

NIH stresses that it is your responsibility, as the author, to ensure that you have the right to deposit your manuscript with PMC. Some publishers require that you transfer copyright prior to acceptance of publication; NIH warns that you should avoid such journals if their contract does not allow you to deposit articles in PubMed Central. Other publishers in their publication agreements ask you to warrant that there are no prior agreements concerning the publication and that the publisher will own all rights. If you submit a manuscript to PMC prior to signing such an agreement, you would be in breach of the agreement and in violation of NIH policy. If your publisher does not participate in PMC, there are three approaches you can follow to be in compliance:

Approach 1	Read your publication agreement carefully. Make sure that you have the right to deposit your article with PMC. The SHERPA/RoMEO site at http://www.sherpa.ac.uk/romeo.php has information on the policy of many journals regarding PMC deposit.
Approach 2	If there is any question about your rights, add the following language to the publication agreement: "*Journal acknowledges that Author retains the right to provide a copy of the final manuscript to the NIH upon acceptance for Journal publication, for public archiving in PubMed Central as soon as possible but no later than 12 months after publication by Journal.*"
Approach 3	Alternatively, attach the Scholar's Copyright Delayed Access Addendum to the publication contract. The Addendum is a legal instrument that acknowledges any prior grants (including those required by funding agencies). It also provides you with other important rights, including the right to use your article in your own teaching and research, the right to build on the article in future publications, and the right to deposit the PDF version from the publisher with PMC. An online engine that generates the Addendum is found at http://scholars.sciencecommons.org/. Note that the engine currently creates an agreement with a six month delay; this can be changed manually if the journal insists on PMC delaying access for the full twelve months.

UNIVERSITY OF UTAH
New NIH Reporting Requirements
http://library.med.utah.edu/km/nihinfo.pdf

Complying with the new requirement

Publish with a journal that participates in PubMed Central	The easiest way to contribute articles to PMC is to publish in a journal that automatically transfers copies of published articles to the repository. ***Nothing else is required of you.*** ***The list of journals that participate in PubMed Central is found at* http://publicaccess.nih.gov/submit_process_journals.htm**
Publish with a journal that will deposit manuscripts for you	Some publishers, while not participating in PubMed Central themselves, will upon request send copies of manuscripts to PMC. Elsevier has had a policy since 2006 to submit articles to PMC on the author's behalf; other examples of such programs are Blackwell Publishing's Online Open, Oxford Journals' Oxford Open, and Springer's Open Choice. Eccles Library staff can help you determine if a particular journal will deposit articles on your behalf. If the publisher deposits only your manuscript, rather than the final published version of the article, you will still have to sign onto the NIH Manuscript Submission System (http://www.nihms.nih.gov/) to review and approve release of the article to PubMed Central.
Submit the manuscript yourself	If the journal in which you are publishing does not deposit either the published or manuscript version of your article, you will need to do it yourself using the NIH Manuscript Submission System. Depositing a manuscript takes only a few minutes and can be done by the primary investigator or a third-party. Here are some things to keep in mind. • **What to submit**: An electronic version of the final, peer-reviewed manuscript, including all graphics and supplemental material associated with the article. Note that you will need the permission of the publisher to submit a PDF provided by them. • **When to submit**: Upon acceptance for publication. • **How to submit**: Go to http://www.nihms.nih.gov/, label the manuscript with the correct author names, grant #, etc., and then submit. The voluntary NIH Manuscript Submission System is still in place at http://www.nihms.nih.gov/, and you may wish to start depositing your articles now in order to familiarize yourself with the process prior to the start date of the new policy. Eccles Library staff can walk you or your designated agent through the steps.

How the new reporting requirement will help you

The new requirement should work to the benefit of University of Utah authors. Deposit in PMC ensures that the research results will be preserved in a state-of-the-art digital repository. Free access after 12 months will maximize the visibility of your research and ensure that researchers and students around the world will be able to read and build on your work, regardless of their (or their library's) ability to subscribe to the journal in which the research is published. Preliminary research suggests that articles that are freely available are cited more often and have a greater impact rating than articles that are locked away behind subscription walls. As David Shulenburger, Vice President for Academic Affairs at the National Association of State Universities and Land-Grant Colleges (NASULGC), has noted, "public access to publicly funded research contributes directly to the mission of higher education. Improved access will enable universities to maximize their own investment in research and widen the potential for discovery as the results are more readily available for others to build upon."

More information

NIH has prepared an FAQ on the new reporting requirements at http://publicaccess.nih.gov/ . For more information on the NIH reporting requirements, journal practices regarding deposit, or the use of the Scholar's Copyright Addendum engine, check the Eccles Library Scholarly Communication Web page at http://library.med.utah.edu/km/scholarcomm.php or contact Allyson Mower, amower@lib.med.utah.edu or Mary Youngkin, maryy@lib.med.utah.edu.

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