

Compliance with NIH Public Access Policy

WHSC Library

2011

Timing

- *A Note on Timing from NIH:*
 - NIH awardees are responsible for ensuring that manuscripts are submitted to the NIHMS upon acceptance for publication and that **all NIHMS tasks are complete within three months of publication.**
 - Though a publisher may make the initial deposit of files, NIH awardees are responsible for ensuring that manuscripts are submitted to the NIHMS **upon acceptance for publication** and that all NIHMS tasks are complete **within three months of publication.**

Address copyright

- Before you sign a publication agreement or similar copyright transfer agreement, make sure that the agreement allows the paper to be posted to PubMed Central (PMC) in accordance with the NIH Public Access Policy.
- Final, peer-reviewed manuscripts must be posted to the NIHMS *upon acceptance for publication*, and be made publicly available on PMC no later than 12 months after the official date of publication.
- As an example, the kind of language that an author or institution might add to a copyright agreement includes the following:
 - *“Journal acknowledges that Author retains the right to provide a copy of the final peer-reviewed 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.”*

Demonstrating Compliance

- Grantees are reminded to demonstrate compliance with the Public Access Policy when submitting an application, proposal, or progress report to the NIH. Grantees should include the PubMed Central (PMC) reference number (e.g., PMC234567) for each paper that was authored or co-authored by the applicant or arose from their NIH award, and that falls under the Policy.
- If the PubMed Central reference number (PMCID) is not available because the paper has not been published yet, authors should use the NIH Manuscript Submission reference number (e.g., NIHMS97531).
- If the PMCID is not available because the Journal submits articles directly to PMC on behalf of their authors, applicants should indicate "PMC Journal - In Process."
- Grantees may only indicate "PMC Journal-In process" if the journal is on this list: http://publicaccess.nih.gov/submit_process_journals.htm, or the grantee or author has made arrangements with a publisher on this list http://publicaccess.nih.gov/select_deposit_publishers.htm to post a paper directly to PMC.

NIH Compliance Monitoring

- The Policy applies to any manuscript that:
 - Is peer-reviewed;
 - Is accepted for publication in a journal on or after April 7, 2008;
 - And, arises from:
 - Any direct funding from an NIH grant or cooperative agreement active in Fiscal Year 2008 or beyond, or;
 - Any direct funding from an NIH contract signed on or after April 7, 2008, or;
 - Any direct funding from the NIH Intramural Program, or;
 - An NIH employee
- NIH expects citations in an application, proposal or report to include the most up-to-date information concerning the status of compliance with the Public Access Policy.
- The NIH Manuscript Submission reference number or "PMC Journal - In Process" should not be used once the PMCID is available.
- However, previously submitted applications, proposals and reports need not be updated when PMCID becomes available.