

## **NIH Public Access Policy**

The NIH Public Access Policy (<http://publicaccess.nih.gov/>) mandates public access to the results of NIH funded research. As a recipient of NIH funds, UR must comply with this policy.

The policy applies to all peer-reviewed articles, including research reports and reviews, which are based on research funded by NIH and are accepted for publication on or after April 7, 2008.

## **Changes to Internal Sign-off Procedures**

The ORPA sign-off has been revised consistent with this new NIH policy. For NIH grants and proposals Principal Investigators must now indicate compliance with this policy on the internal sign off. The revised sign-off is available at: <http://www.rochester.edu/ORPA/Forms/signoff.pdf>

## **What does this mean for UR researchers?**

**Effective April 7, 2008**, an electronic copy of the author's final peer-reviewed manuscript of all articles arising from NIH funds must be submitted to PubMed Central (PMC) upon acceptance for publication. The manuscript will be made publically available no later than 12 months after the official date of publication. PubMed Central (PMC) is a digital repository maintained by the National Library of Medicine.

**Effective May 25, 2008**, anyone submitting an application, proposal or progress report to the NIH must include the PMC or NIH Manuscript Submission reference number when citing applicable articles that arise from their NIH funded research. This policy includes applications submitted to the NIH for the May 25, 2008 due date and subsequent due dates.

## **Copyright and Submitting Articles to PubMed Central**

### **Journals that already submit to PMC**

Many journals already submit ALL their articles to PMC. If an article is published in one of these journals, the author does not need to do anything further to comply with the policy. A complete list is available at [http://publicaccess.nih.gov/submit\\_process\\_journals.htm](http://publicaccess.nih.gov/submit_process_journals.htm).

### **Journals that submit to PMC upon notification by the author**

Additional publishers will deposit articles based on NIH funded research in PMC if the author notifies them that the article is subject to the NIH Public Access policy. A standard cover letter notifying the publisher of this is available at [http://www.urmc.rochester.edu/libraries/miner/publishing/documents/publication\\_cover\\_letter.pdf](http://www.urmc.rochester.edu/libraries/miner/publishing/documents/publication_cover_letter.pdf)

The [Miner Library Web Site](#) provides further information about publisher's policies.

### **Journals that do not submit to PMC**

If the publisher does not submit the article to PMC, UR authors must submit the final version of the manuscript when it is accepted for publication. Before signing a publication or copyright transfer agreement, UR authors must ensure that the agreement permits the submission of the author's final manuscript to NIH.

It is recommended that authors notify publishers that the article is based on research funded by NIH and is subject to the NIH Public Access policy when submitting it for review. The standard cover letter mentioned above is a convenient way to do this. If the publisher's publication or copyright transfer agreement does not contain language allowing the author to submit a copy of the final manuscript to PMC to be made publically available no later than 12 months after publication, an addendum reserving this right must be added to the publication or copyright transfer agreement. A suggested addendum is available at [http://www.urmc.rochester.edu/libraries/miner/research\\_and\\_publishing/documents/AddendumtoPublicationagreement.pdf](http://www.urmc.rochester.edu/libraries/miner/research_and_publishing/documents/AddendumtoPublicationagreement.pdf)

Some publishers are charging fees to submit articles to PMC. Paying the publisher is NOT necessary. UR authors can avoid paying a fee by submitting the manuscript to PMC themselves or designating a third party such as an administrator or librarian to do the submission. The NIH submission process is simple and easy, and staff from Miner Library can assist you.

### **Compliance**

Compliance with this Policy is required, and will be considered a term and condition of grant awards or cooperative agreements, in accordance with the *NIH Grants Policy Statement*. For contracts, NIH includes this requirement in all R&D solicitations and awards under Section H, Special Contract Requirements, in accordance with the Uniform Contract Format.

Non-compliance will be addressed administratively by NIH, and may delay or prevent awarding of funds. Compliance with the Public Access Policy is not a factor in the evaluation of grant applications.

### **Further information and assistance**

Staff from Miner Library can assist in submitting manuscripts to PubMed Central, provide training for support staff, and help locate PMC ID numbers. Contact Linda Hasman ([Michele\\_Shipley@urmc.rochester.edu](mailto:Michele_Shipley@urmc.rochester.edu), 275-3399) for more information.

Further information is also available from the [Miner Library web site](#).