



DUKE UNIVERSITY

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To NIH-funded Duke Researchers/Authors

NIH has released its new Public Access policy which becomes effective April 7, 2008. Under a new federal law, NIH is now requiring that the author's final version of any peer-reviewed journal article resulting from NIH-funded activities must be submitted to the PubMed Central (PMC) repository, where it will be made available to the public within 12 months after the journal article is published. This new policy has several compliance issues that Duke authors need to address.

Duke University is working on a formal policy for NIH-funded authors, and is developing resources and services to support authors, grant managers and others involved in complying with these new requirements. In the interim, we wanted to send you an initial communication about the steps you need to take to ensure that you are complying with the NIH policy.

Copyright

Duke authors must ensure that agreements with publishers permit the submission of the author's manuscript to NIH.

- There will be a letter that you should submit with your manuscript alerting the publisher to the fact that the manuscript is subject to the NIH policy and Duke University expects them to comply with the policy.
- There is also suggested wording that you can add to a publisher's agreement to ensure that you can fulfill the NIH policy.
- You can review your contract language with Duke's Scholarly Communications Officer, Kevin Smith.
- The Medical Center Library & Archives will be providing links to publishers' policies.

Submission of your manuscript

For peer-reviewed manuscripts accepted for publication on or after April 7, 2008, Duke authors must submit the final version of the manuscript, and accompanying files, to the NIH Manuscript Submission System (NIHMS).

- The NIMHS system is very easy to use.
- Submission can be done by the author or a third party in their lab or department.
- The Medical Center Library & Archives will also offer a submission service for Duke authors across the entire university.
- Some publishers will submit manuscripts for authors
 - See the NIH Website for a list
- The Medical Center Library is working on a list of other publishers' policies

Some publishers are charging fees to do this for you. In those instances you can avoid paying the fee by submitting the manuscript to PubMed Central yourself. The NIH submission process is simple and easy, or you can use the Library's system cited above. Paying the publisher is NOT necessary.

Citing PubMed Central ID Numbers

When your manuscript is submitted to NIH you will receive a NIHMS ID number, and once it is available in PubMed Central, it will be assigned a PMC ID number.

Effective May 25, 2008, you will need to cite the PMC ID or NIHMS ID numbers for any articles you cite in your progress reports, new applications, and renewals. These are only needed for articles accepted for publication on or after April 7, 2008, but you may include PMC ID numbers for articles already in PubMed Central as well.

The Medical Center Library can help you find these numbers, if you need assistance.

Other Resources

The Duke University Library System and the Medical Center Library will provide assistance to authors who have questions about the policy or need assistance in finding publishers policies, PMC ID numbers, or other information.

The Medical Center Library will be launching a Website in early March that provides links to key resources.

In addition, training sessions will be available for authors, grant managers, and support staff.

Additional information will be made available in the near future!

NIH Public Access Policy FAQ <http://publicaccess.nih.gov/FAQ.htm>

Journals that systematically submit articles to PubMed Central
http://publicaccess.nih.gov/submit_process_journals.htm

Tutorial on the NIHMS System <http://www.nihms.nih.gov/web-help/index.html>

Information and services provided by Duke Medical Center Library
<http://www.mclibrary.duke.edu/nihpolicy>



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