NIH Public Access Policy

And NCBI’s My Bibliography Tool
NIH Public Access Policy

What is the law?

Final peer-reviewed manuscripts of articles arising from NIH funds must be submitted to PubMed Central upon acceptance for publication. Papers must be accessible to the public no longer than 12-months after publication.
NIH Public Access Policy

What does it apply to?

- Peer-reviewed journal articles
- Accepted for publication on or after April 7, 2008
- Arising from any direct funding from NIH grant or cooperative agreement, NIH contract, NIH Intramural Program, or NIH employee
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How is a paper submitted*?

A. **Journal** submits and approves on behalf of author, without author involvement.

B. **Journal** submits on behalf of author upon request of the author, usually for a fee.

C. Author submits to via **NIHMS**.

D. Author completes submission process for a submission initiated by the **publisher**.
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* Confirm your journal’s NIH compliance policies and work with your publisher to ensure the conditions of the policy can be met when signing a transfer of copyright agreement before you publish your work.
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Who is responsible for compliance?

- The journal
- The submitting author
- The PI
How do I demonstrate compliance?

Include a PMCID for each article authored, co-authored, or funded when submitting an application, proposal, or progress report to NIH.

- Include PMCID at the end of citations in applications, reports, or proposals.
- Use PMC-In Process or NIHMSID for citations that are within 3 months of formal publication.

Articles are non-compliant if they have no PMCID 3 months after publication.
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PubMed (PMID)

PubMed Central (PMCID)
How do I manage compliance?

Use NCBI’s My Bibliography to manage professional bibliographies.

- Links to both eRA Commons, for grant information, and PubMed, for publication information.
- Enables linking papers with grants, tracking and managing compliance, manually uploading papers.
NCBI’s My Bibliography

- Create an NCBI account.
- Link the NCBI account to the eRA Commons account.
- Manage your bibliography - use “Award View” to see Public Access Policy status for papers.

Log in to NCBI
Troubleshooting

Questions to ask yourself

1. What was published?
2. When was it published?
3. Who published it and what is their policy?
   
   A/B -- look to the publisher (or to the submitting author)
   
   C/D -- look to the submitting author
NIHMS -- Manual Submission

If you are going to submit manually, have:

- Author manuscript including figures, tables, image files, etc.
- User name and password to access NIHMS (e.g., eRA Commons or MyNCBI)
- Grant number(s) and date information
- PI contact information
- Delay period information (per copyright agreement)
Helpful Links

FAQs
NIH Trainings and Communications
PMCID Converter
NIH Compliance Flowchart
Submission Methods and How to Demonstrate Compliance
NCBI login
PubMed field descriptor/tags