NIH Public Access Policy Processing Map

Rosenzweig, Merle; Masters, Chase

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NIH Public Access Policy (NIHPAP) 101

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The NIH Public Access Policy (NIHPAP) ensures that the public has access to the published results of NIH funded research.

Submission Methods
http://publicaccess.nih.gov/submit_process.htm
Method A
Journal deposits final published articles in PubMed Central without grantee, author, or delegate involvement

Final Published Article

Version of Paper Submitted

Task 1: Who starts the deposit process?

Publisher

Task 2: Who approves paper for processing?

Publisher

Task 3: Who approves paper for PubMed Central display?

Publisher

To cite papers, 3 months post publication and beyond

PMCID

To cite papers, from acceptance for publication to 3 months post publication

PMCID or "PMC Journal - In Process"

Who is Responsible?

NIH Grantee

Participating journal/publisher

Method A Journals
Grantee, author, or delegate asks publisher to deposit specific final published article in PMC.

**Method B** *(Often for a fee)*

1. **Task 1:** Who starts the deposit process?
2. **Task 2:** Who approves paper for processing?
3. **Task 3:** Who approves paper for PubMed Central display?

Publisher

**To cite papers,** from acceptance for publication to 3 months post publication

**PMCID or “PMC Journal-In Process”**

**Participating journal/publisher**

**NIH Grantee**

**Make arrangements with these publishers**

**Final Published Article**

**Version of Paper Submitted**

**To cite papers, 3 months post publication and beyond**

**PMCID**
Method C
Grantee, author, or delegate deposits final peer-reviewed manuscript in PMC via the NIHMS

Final Peer-Reviewed Manuscript

Version of Paper Submitted

Task 1: Who starts the deposit process?
Grantee, author, or delegate, via NIHMS, upon acceptance for publication

Task 2: Who approves paper for processing?
Grantee, author, or delegate, via NIHMS

Task 3: Who approves paper for PubMed Central display?
Grantee, author, or delegate, via NIHMS

To cite papers, 3 months post publication and beyond
PMCID

To cite papers, from acceptance for publication to 3 months post publication

Who is Responsible?

Participating journal/publisher

NIH Grantee

Check publishing agreement

First 3 months: PMCID or NIHMSID

After 3 months: Only PMCID is accepted

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Method D
Grantee, author, or delegate completes submission of final peer-reviewed manuscript deposited by publisher in the NIHMS. Grantee, author, or delegates are responsible for ensuring that the manuscript is deposited into the NIHMS upon acceptance for publication.

**Final Peer-Reviewed Manuscript**

**Version of Paper Submitted**

**Task 1: Who starts the deposit process?**

**Task 2: Who approves paper for processing?**

**Task 3: Who approves paper for PubMed Central display?**

**Task: To cite papers, from acceptance for publication to 3 months post publication**

**Task: To cite papers, 3 months post publication and beyond**

**Make arrangements with these publishers**

**Grantee, author, or delegate, via NIHMS**

**Grantee, author, or delegate, via NIHMS**

**PMCID or NIHMSID**

**NIH Grantee**

**Participating journal/publisher**
Depositing Into the National Institutes of Health Manuscript Submission System (NIHMS)

Login to NIHMS

Click on "Submit New Manuscript"

Enter journal name and article title

Grant info

Link to supporting grant(s)

Browse computer & upload all required files

Upload files

PDF Approval

Endorse and/or Approve

Release delay

Review Submission

Automatically release to PubMed Central after publication

Grantee or assigned approver will visit approval website via emailed URL

Grantee or assigned approver will request corrections or approve manuscript

Grantee or assigned approver may review generated PDF Receipt

Designate a reviewer for the submission

NIH & eRA Commons

or

My NCBI

or

NIH & eRA Commons

or

My NCBI

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Color-coded key

Add or delete award

Search/Add other awards

Add to My Bibliography

Add PubMed citation

Citation from PubMed

Search by title, PMID, or single citation matcher

Yellow dot: citation has been submitted and is considered in progress

Green dot: citation is compliant

Red dot: an article is non-compliant

N/A: articles accepted prior to April 7, 2008 are not applicable

?: Compliance cannot be determined without additional info