NIH Public Access Policy and PubMed Central

NCURA Region I Spring Meeting
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NIH Public Access Policy

• Since 2008, compliance with The NIH Public Access Policy, which ensures that the public has access to the published results of NIH funded research, has been a requirement and a term and condition of all grant awards and cooperative agreements.

• It requires scientists to submit final peer-reviewed journal manuscripts that arise from NIH funds to the digital archive PubMed Central (PMC) upon acceptance for publication.

• The Policy requires that these peer-reviewed papers are accessible to the public on PubMed Central no later that 12 months after publication.

• NIH will delay processing of an award if publications arising from it are not in compliance with the NIH Public Access Policy.

• Investigators will need to use My NCBI to enter papers onto progress reports. Papers can be associated electronically using the RPPR, or included in the PHS 2590 using the My NCBI generated PDF report.
Other Agencies Public Access Models

• Department of Energy (DOE)
  – The Public Access Gateway for Energy and Science, or DOE PAGES\textsuperscript{beta}(www.osti.gov/pages), is DOE’s public access product for DOE-affiliated journal articles and accepted manuscripts.

• National Aeronautics and Space Administration (NASA)
  – NASA has selected NIH PubMed Central as the repository for peer reviewed publications. It will have a NASA portal page entitled PubSpace portal. This is currently under development.

• National Science foundation (NSF)
  – Will use NSF Public Access Repository (NSF-PAR) which will serve PIs, NSF PDs, & public
  – Developed with DOE/OSTI
• **Address Copyright:**
  – Institutions and Investigators are responsible for ensuring full compliance with the Public Access Policy

• **The 4 ways papers make their way into PMC:**
  – **Method A:** Publish in a PMC-participating journal.
  – **Method B:** Arrange to have a publisher deposit the final published article in **PMC**.
  – **Method C:** Submit the final peer-reviewed manuscript to the **NIHMS**.
  – **Method D:** A publisher begins the submission process for a manuscript via the **NIHMS**.

• **Cite Article**
  – **Include the PMC number (PMCID)** for applicable papers in applications, proposals and reports, as described at [http://publicaccess.nih.gov/citation_methods.htm](http://publicaccess.nih.gov/citation_methods.htm).
<table>
<thead>
<tr>
<th></th>
<th>Method A</th>
<th>Method B</th>
<th>Method C</th>
<th>Method D</th>
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<tbody>
<tr>
<td><strong>Version of Paper Submitted</strong></td>
<td>Final Published Article</td>
<td>Final Published Article</td>
<td>Final Peer-Reviewed Manuscript</td>
<td>Final Peer-Reviewed Manuscript</td>
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<tr>
<td><strong>Task 1: Who deposits the paper?</strong></td>
<td>Publisher direct to PMC</td>
<td>Publisher direct to PMC</td>
<td>Author or designee, via NIHMS</td>
<td>Publisher, via NIHMS</td>
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<tr>
<td><strong>Task 2: Who approves paper for processing?</strong></td>
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<td>Author, via NIHMS</td>
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<td><strong>Participating journal/publisher</strong></td>
<td>Method A <a href="http://publicaccess.nih.gov/submit_process.htm">Journals</a></td>
<td>Make arrangements with these <a href="http://publicaccess.nih.gov/submit_process.htm">publishers</a></td>
<td>Check publishing agreement</td>
<td>Check publishing agreement</td>
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</table>

Details: [http://publicaccess.nih.gov/submit_process.htm](http://publicaccess.nih.gov/submit_process.htm)
Methods C&D: Manuscript submission to the NIHMS

1. **Deposit manuscript files** - An NIHMSID is assigned to the submission.

   - **C**: Author or delegate submits final peer reviewed manuscript to the NIHMS.
   - **D**: Journal publisher submits final peer reviewed manuscript to the NIHMS.

2. **Reviewer approves PDF receipt**, gives permission to NIH to process the manuscript: **Methods C and D**.

   - **C**: Author or delegate submits final peer reviewed manuscript to the NIHMS.
   - **D**: Journal publisher submits final peer reviewed manuscript to the NIHMS.

   **Author Approval**

   NIHMS sends reviewer (usually the author) an email asking to approve the submitted materials for processing.

From NIH Training Webinar 6/26/14
Methods C&D: Manuscript submission to the NIHMS

3. **Reviewer** approves PMC-formatted manuscript for public display: Methods C and D.

- **C & D**
  - NIHMS staff reviews the approved files for completeness and complete submissions are converted to archival XML

- **Reviewer Approval**
  - The Reviewer reviews the PMC-ready documents (Web and PDF versions) and either requests corrections or approves them for inclusion in PMC.

*After submission is complete, NIHMS emails the citation with PMCID to author and PIs*
When and How to Comply

1. Preparing a manuscript
   - Address copyright

2. Accepted for publication
   - Post it to PubMed Central and track it in My NCBI

3. Reporting to NIH
   - Include PMCID in citations

Overview:
To advance science and improve human health, NIH makes the peer-reviewed articles it funds publicly available on PubMed Central. The NIH public access policy requires scientists to submit final peer-reviewed journal manuscripts that arise from NIH funds to PubMed Central immediately upon acceptance for publication. [more]

Show me specific instructions for my publication

Public Access Policy Video Training

- NIHMS overview
- My NCBI overview
- My Bibliography overview
- Public Access Compliance

Last Updated: Tuesday, March 18, 2014
Cite Articles Using PMC Numbers (PMCID)

- **Cite Paper**
  - When citing a paper in NIH applications, proposals, and progress reports, include the PMCID at the end of the full citation.
  - This requirement only applies to papers that fall under the Policy and are authored or co-authored by you or arose from your NIH award.
  - For more information see [http://publicaccess.nih.gov/citation_methods.htm](http://publicaccess.nih.gov/citation_methods.htm).

- **Example**
  - **PMCID:** PMC243493
How to cite papers in press, or within 3 months of publication...

• For Method A and B Journals, use “PMC Journal - In Process”.
  – Example: Sala-Torra O, Gundacker HM, Stirewalt DL, Ladne PA, Pogosova-Agadjanyan EL, Slovak ML, Willman CL, Heimfeld S, Boldt DH, Radich JP. Connective tissue growth factor (CTGF) expression and outcome in adult patients with acute lymphoblastic leukemia. Blood. [a publication date within 3 months of when the application, proposal or report was submitted to NIH]. PMCID: PMC Journal - In Process

• For Method C and D Journals, use the NIHMSID.

• NIHMSIDs will not be accepted 3 months after publication.
  • PMCIDs are assigned around the time of publication.
  • Please use the PMCID once it is assigned
What is NCBI

A tool integrated with PubMed to track literature searches, collections of citations, and public access compliance.

Key features for our discussion:

• Can be linked to eRA Commons account
• Commons linked users can associate publications with NIH grants
• Tracks NIH Public Access compliance
• Creates the publications section (Section E) of PHS 2590s
• Other time savers: Delegation, options to share and publish bibliographies, automate searches, etc.
• Use of My NCBI will be required to report papers, when electronically submitting progress reports using the Research Performance Progress Report (RPPR)
Results: 1 to 20 of 404989

1. Dietary carotenoid-rich pequi oil reduces plasma lipid peroxidation and DNA damage in runners and evidence for an association with MnSOD genetic variant -Val9Ala.
   Miranda-Vilela AL, Akimoto AK, Alves PC, Pereira LC, Gonçalves CA, Klautau-Guimarães MN, Grisolia CK.
   PMID: 20082261 [PubMed - as supplied by publisher]

2. Predictors of 3-Year Mortality in Subjects over 95 Years of Age. The NonaSantellu Study.
   Formiga F, Ferrer A, Montero A, Chivite D, Pujol R.
   PMID: 20082056 [PubMed - as supplied by publisher]
Sign in to My NCBI

Sign in with

Google  NIH Login  eRA Commons

See more 3rd party sign in options

Sign in directly to NCBI

NCBI Username
Password
Keep me signed in
Sign in

Forgot NCBI username or password?
Register for an NCBI account

My NCBI retains user information and database preferences to provide customized services for many NCBI databases.

My NCBI features include:
- Save searches & automatic e-mail alerts
- Display format preferences
- Filter options
- My Bibliography & NIH public access policy compliance
- SciENv, a researcher biosketch profile service
- Highlighting search terms
- Recent activity searches & records for 6 months
- LinkOut, document delivery service & outside tool selections

NIH funded investigator?

Extramural NIH-funded investigators looking for NIH Public Access Compliance tools can sign in with either “eRA Commons” or “NIH Login”. Use your eRA Commons credentials on the subsequent sign in page. Once signed in, navigate to the My Bibliography section.

Documentation for using these features is located in the Managing Compliance to the NIH Public Access Policy section of the NCBI Help Manual.


Account Troubleshooting FAQ

Expired email confirmation link message
Multiple My NCBI accounts
Link eRA Commons, University, or other account to your NCBI account
Which eRA users should have linked My Bibliography accounts?

- Principal Investigators

- Anyone else with NIH support who is or was an author
  - Post-Doctoral Role
  - Graduate Student Role
  - Scientist Role
  - Project Personnel Role

- To create a new eRA user role please contact your Central Office.

http://era.nih.gov/files/eRA_Commons_Roles.pdf
NIH Public Access View

From NIH Training Webinar 1/15/13
Award View NIHPA compliance codes

[ ] NIH Public Access Compliance: N/A [Edit Status]
Funding: No funding has been associated with this citation. Add award

[ ] NIH Public Access Compliance: Complete. PMCID: PMC3755124
NIH Funding:
R01 CA126642 - Probing Tumor Microenvironment Using Nanotechnology
Add or delete award

[ ] NIH Public Access Compliance: In process at NIHMS. [Edit Status] NIHMS ID: NIHMS9543
NIH Funding:
R01 CA085140-06 - Integrative Biology of Tumor Metastasis
Add or delete award

[ ] NIH Public Access Compliance: Non-compliant. No PMCID 3 months post publication. [Edit Status]
Funding: No funding has been associated with this citation. Add award

[ ] NIH Public Access Compliance: In process. [Edit Status]
Funding: No funding has been associated with this citation. Add award

From NIH Training Webinar 6/26/14
My Bibliography, Award View

From NIH Training Webinar 6/26/14
PI adds a new citation to their My Bibliography

From NIH Training Webinar 6/26/14
Delegation in My Bibliography

Filter citations by:
Publication date:
YYYY MM to YYYY MM

Awards:
No award selected

File:
Public Access Compliance Error: NIHMS ID: Manuscript has been removed from NIHMS. Please use alternate NIHMS ID. [Edit Status]

Delegates

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<td>✓</td>
<td></td>
<td>x</td>
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**Display on RPPR**

**NIH Manuscript Submission System Status:** Available

**C.1 Publications**

Are there publications or manuscripts accepted for publication in a journal or other publication (e.g., book, one-time publication, monograph) during the reporting period resulting directly from this award?  

- Yes  
- No

If yes, select from the table below to affiliate publications with this progress report.

If you need to login to MyNCBI account please use this link: [My NCBI]

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9 items found, displaying all items:

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<th>Citation</th>
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<th>Date Of Publication</th>
<th>Author</th>
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From NIH Training Webinar 6/26/14
### Publications Reported for this Reporting Period

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<tr>
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From NIH Training Webinar 6/26/14
Reminder Publication Reporting Instructions for RPPRs and Renewal Applications

• In order to reduce the burden of unnecessary reporting, NIH clarified that trainee, scholar, and participant publications must be reported in section C.1 of the RPPR if:
  – the publication was accepted for publication or published during the reporting period; and
  – the publication resulted from work conducted while the individual was supported by the award (i.e., receiving a stipend or salary from the award).

• Publications resulting from work conducted while not actively supported by the institutional training, career development, or related award should not be reported in section C.1.
  – See NOT-OD-15-091 for details
How My NCBI Reduces PI Workload

• **Automated and Collaborative Methods to Track Publications**
  – Import citations directly from PubMed
  – Automated matches of manuscript citations to PubMed records
  – NIHMS paper-grant suggestions
  – Recommendations from other authors
  – Paper-grant associations by other authors

• **Year round management**

• **Live Public Access compliance status for every record**

• **Delegation**
Public Access Compliance Monitor

• Database of articles, including current compliance status, that are associated with an institution’s (IPF) grants and fall under the NIH Public Access Policy

PACR Role

• Assigned by administrator authorized to assign roles in eRA Commons
• Gives user access to PACM to run compliance reports for institution

SITE:  http://www.pubmedcentral.nih.gov/utils/pacm/
Log in with your NIH Commons User ID and password

BENEFITS

• Quick summary of institution’s compliance rate
• Download reports on non-compliant publications
• Locate associated IDs for a citation
• Track progress of papers in NIHMS
• View status changes made in My NCBI, e.g., if a citation is marked as not applicable
Ways institutions can ensure compliance

Do you have a plan that can withstand

- Miscommunication among authors, and between publishers and authors?
- Forgetfulness?

Encourage your investigators to:

- Use My NCBI now to track public access compliance
- Associate papers with awards today
- Ensure compliance well before their annual reports are due, to avoid a last minute scramble
- Determine their compliance plan as they write their papers

Resources at http://publicaccess.nih.gov/

From NIH Training Webinar 6/26/14
Training
- Policy awareness, submitting papers, preparing citations

Author Support
- Submitting manuscripts
- Answering questions
- Sending out reminders for reports early
- Means to ensure collaborators do not prevent compliance

Support on Publishing Agreements
- Policies
  - Coversheets/ Addenda (NIH’s Example: http://publicaccess.nih.gov/nih_employee_procedures.htm)
  - Questions/discussion with publishers

Ensuring compliance
- Checking applications, proposals and reports
- Monitoring institutional compliance (Public Access Compliance Monitor)
Useful Links

About the Public Access Policy
– http://publicaccess.nih.gov/
– For Sponsored Programs: http://publicaccess.nih.gov/sponsored.htm
– Training materials for PIs and other communications: http://publicaccess.nih.gov/communications.htm
– Questions: PublicAccess@NIH.GOV

The NIH Manuscript Submission System
• http://www.nihms.nih.gov/

NCBI

My NCBI Help
• http://www.ncbi.nlm.nih.gov/books/NBK3842/pdf/MyNCBI.pdf
Questions?