

Penn State
The George T. Harrell Library

Learn more about the **NIH Public Access Policy**
IMPLEMENTATION

Introduction: As of April 7, 2008 recipients of National Institute of Health (NIH) funding must ensure that an electronic version of any peer reviewed manuscript accepted for publication is deposited in PubMed Central (PMC), the free digital archive of biomedical and life sciences journal literature. Articles would then be freely available to the public within 12 months of publication. Beginning May 25, 2008 the PMC reference number must be used when citing articles arising from NIH funded research.

The date: April 7, 2008

Does it apply to you?

Yes, if your peer-reviewed article meets any of these criteria:

1. Directly funded by an NIH grant or cooperative agreement active in Fiscal Year 2008 (October 1, 2007- September 30, 2008) or beyond;
2. Directly funded by a contract signed on or after April 7, 2008;
3. Directly funded by the NIH Intramural Program
4. If NIH pays your salary

Who is Responsible?

The Principal Investigator or Grantee is responsible, whether or not he or she is an author on a particular manuscript, to make certain personnel, even subcontractors, adhere to the NIH Public Access Policy.

How do you comply?

1. **Address Copyright issues.** Make certain that the publishing agreement allows for deposition of manuscripts into PubMed Central by April 7, 2008. Penn State has developed an Addendum to add to the publication agreement or similar copyright transfer agreement using language provided by the NIH. The Addendum is included at the end of this handout.
2. **Submit** the article to NIH by one of the following methods.
 - Principal Investigator or author (or their designate) deposits a copy of the manuscript to the NIH Manuscript Submission System (NIHMS)
<http://www.nihms.nih.gov/> P.I. personally verifies content.

- Publish in a journal that automatically submits the final published article to NIHMS without author involvement. List of participating journals: http://publicaccess.nih.gov/submit_process_journals.htm
3. **Cite.** Effective May 25, 2008, anyone submitting an application, proposal or progress report to the NIH must include the PMC reference number when citing articles arising from their NIH funded research

What do you submit?

Submit the journal title, the NIH grant numbers and grantee, the final peer-reviewed manuscript including the text, figures, tables, charts, graphics and supplementary data as indicated in the [NIHMS submission system](http://www.nihms.nih.gov/) <http://www.nihms.nih.gov/>. NIH will convert the files into standard PubMed format.

How do you Submit?

Use the [NIH Manuscript Submission System \(NIHMS\)](http://www.nihms.nih.gov/) <http://www.nihms.nih.gov/>. The principal investigator must review and verify the content several times during the submission process.

[NIH tutorials](http://www.nihms.nih.gov/web-help/index.html) <http://www.nihms.nih.gov/web-help/index.html> are available for navigating the NIHMS submission process.

When do you Submit?

The author's final manuscript including all corrections / edits after peer review should be submitted to PMC at the same time that it is sent to the publisher for final formatting and copy editing. The manuscript must be made publically accessible within 12 months of publication.

AMENDMENT TO PUBLICATION AGREEMENT

THIS Amendment, effective as of the last date of signature hereon, modifies the attached Publication Agreement concerning the following Article:

(Manuscript title)

(Journal name)

The parties to the Publication Agreement and to this Amendment are:

("Author"),

and

("Publisher").

1. The parties agree that wherever there is any conflict between this Amendment and the Publication Agreement, the provisions of this Amendment are paramount and the Publication Agreement shall be construed accordingly.
2. Notwithstanding any terms in the Publication Agreement to the contrary and in addition to the rights retained by Author or licensed by Publisher to Author in the Publication Agreement and any fair use rights of Author, Author and Publisher agree that the Author shall also retain the following rights:

"Journal acknowledges that Author retains the right to provide a copy of the final manuscript to the NIH upon acceptance for Journal publication, for public archiving in PubMed Central as soon as possible but no later than 12 months after publication by Journal."

3. **Final Agreement.** This Amendment and the Publication Agreement, taken together, constitute the final agreement between the Author and the Publisher with respect to the publication of the Article and allocation of rights under copyright in the Article. Any modification of or additions to the terms of this Amendment or to the Publication Agreement must be in writing and executed by both Publisher and Author in order to be effective.

AUTHOR

PUBLISHER

(Corresponding author on behalf of all authors)

Date

Date