

NIH Public Access Policy: Submission Methods and How to Demonstrate Compliance

	<u>Method A</u>	<u>Method B</u>	<u>Method C</u>	<u>Method D</u>
	Author publishes in a journal that submits all NIH- funded final published articles to PMC; no fee.	Author requests a publisher to submit an individual NIH- funded final published article to PMC (usually for a fee).	Author self-submits the final peer-reviewed manuscript to NIHMS; NIHMS prepares manuscript for posting to PMC.	Publisher submits the final peer-reviewed manuscript to NIHMS on behalf of NIH-funded authors (no fee); NIHMS prepares manuscript for posting to PMC.
Which journal publishers participate?	See list of participating journals.	Author makes specific arrangements with select publishers .	No list of publishers—author reviews the copyright agreement form before signing to confirm publisher policy is consistent with NIH Policy requirements.	Author reviews the copyright agreement form before signing to confirm publisher policy is consistent with NIH Policy requirements. Select publishers voluntarily provide service.
Which version of the work will be posted to PMC?	Final published article	Final published article	Final peer-reviewed manuscript	Final peer-reviewed manuscript
Who submits the work to PMC/NIHMS?	Publisher submits to PMC.	Publisher submits to PMC.	Author or third party such as a lab assistant or research coordinator (non-publisher)	Publisher submits to NIHMS. This is frequently not an automatic process, i.e., author needs to request service.
What is the submission time frame?	After the publisher has prepared the final published article.	After the publisher has prepared the final published article.	Upon acceptance of publication. (Authors should confirm that this is stated in the copyright agreement form)	Upon acceptance of publication. (Authors should confirm that this is stated in the copyright agreement form)
Who reviews and approves the submission?	Publisher	Publisher	If author submits: One email from NIHMS sent to author: 1. “Approve Web Version” If third party submits: Two emails from NIHMS sent to author: 1. “Approve PDF Receipt” 2. “Approve Web Version”	Two emails sent to author from NIHMS: 1. “Approve PDF Receipt” 2. “Approve Web Version”
What is the maximum embargo period?	12 months	12 months	12 months	12 months
What is proof of compliance for papers within three months of publication?	PMCID or “PMC Journal – In Process.”	PMCID or “PMC Journal – In Process.”	PMCID or NIHMS ID. (Use of “PMC Journal – In Process” is NOT allowed for Method C)	PMCID or NIHMS ID. (Use of “PMC Journal – In Process” is NOT allowed for Method D)
What is proof of compliance for papers three months post publication?	PMCID	PMCID	PMCID	PMCID

KEY

NIHMS: NIH Manuscript Submission system

NIHMS ID: NIH Manuscript Submission system Reference Number

PMC: PubMed Central

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Chart adapted by BERNARD BECKER MEDICAL LIBRARY and UC DAVIS Clinical and Translational Science Center