NIH Policy: As of federal FY2008, NIH-funded investigators are required to submit the final, peer reviewed manuscript of articles accepted for publication to PubMed Central (PMC). The manuscript or other publisher-approved version must be made publicly available in PubMed Central within 12 months of publication. The NIH policy applies to current NIH funding, including continuing NIH grants or cooperative agreements that are active in federal FY2008.

As of May 25, 2008, all NIH applications, proposals and progress reports citing an article covered by the NIH Public Access policy must include the PubMed Central Reference Number (PMCID) or an NIH Manuscript System identification number when the article has been authored or co-authored by the investigator, or arose from the investigator’s NIH award.

Definitions:

Pubmed Central (PMC) is the U.S. National Institutes of Health (NIH) free, full-text digital archive of biomedical and life sciences journal articles.

PubMed Central Reference Number (PMCID) is a six-digit number assigned by PubMed Central to manuscripts submitted for public access.

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Final peer-reviewed manuscript means the investigator’s final manuscript of a peer-reviewed article accepted for journal publication, including all modifications from the peer review process. It also includes all graphics and supplemental materials associated with the works.

Guidelines:

1. Confirm or obtain the right to submit the manuscript to PubMed Central (PMC).
a. Check the NIH Journal List for a list of journals that have agreed to comply with the NIH Public Access Policy. If the journal to which the publication will be submitted is on the list, the journal will submit the final published version of the manuscript to PMC on behalf of the authors within the time period specified by the NIH.

b. If the Journal is not on the NIH Journal List, the author(s) should obtain confirmation from the journal publisher before submitting the manuscript for peer review to verify the publisher will allow the manuscript to be placed in PMC.

   i. Review the “Instructions for Authors” and/or “NIH Public Access Policy Information” sections on the journal website.

   ii. If there is no relevant information on the journal’s website, contact the journal publisher or the Editor-in-Chief and ask for clarification of their position on the NIH Public Access policy for NIH-funded authors.

   iii. Verify that the publisher’s author agreement contains language allowing the authors to comply with the NIH public access requirements. The NIH has a sample NIH Addendum Form containing model language if needed, including the following:

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   If the PMCID reference number is not available, use the NIHMS ID reference number. If neither number is available, cite as “PMCID in process”.

5. **UNMC Resources:**

   - UNMC NIH Public Access Toolkit: [NIH Public Access Policy Toolkit](#)
   - NIH policy interpretation: Nancy Woelfl, Ph.D., Library Director, at 9-7078
   - PMCID number assistance: McGoogan Library Reference Department at 9-6221
   - Self-submission assistance: Robin Taylor, Department of Pharmacology and Experimental Neuroscience at 9-3549

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