# NIH Public Access Policy Workshop

Isabelle Chu CHIPTS Core Coordinator March 2, 2018 Workshop Overview

- Overview of Policy
- Complying with Policy
  - Determine Applicability
  - Address Copyright
  - Submit Paper to PMC
  - Include PMCID in Citations
- Managing Compliance using My NCBI
- Additional Resources
- Questions

What is the Policy?

"The Director of the National Institutes of Health who shall require that all investigators funded by the **NIH** submit or have submitted for them to the where National Library of Medicine's PubMed Central an electronic version of their **final peer-reviewed** what manuscripts upon acceptance for publication, to be made publicly available no later than 12 months after the official date of publication.... when

Division G, Title II, Section 218 of PL 110-161 Implemented by NIH Public Access Policy (11 Jan 2008) Enacted as law by Omnibus Appropriations Act of 2009 <u>http://grants.nih.gov/grants/guide/notice-files/NOT-OD-09-071.html</u>

## Who Has to Comply?



- All principal investigators who get any funding from:
  - an NIH grant or cooperative agreement
  - an NIH Intramural Program
  - or if NIH pays their salary
- Their institutions
- Compliance is MANDATORY, NOT OPTIONAL!

Manuscript Applicability The NIH Public Access Policy applies if your manuscript is:

- Peer-reviewed
- Accepted for publication in a journal on or after April 7, 2008
- Comes from
  - Any direct funding from an NIH grant or cooperative agreement active in Fiscal Year 2008 or beyond
  - Any direct funding from an NIH contract signed on or after April 7, 2008
  - Any direct funding from the NIH Intramural ProgramAn NIH Employee

**DOES NOT** apply to dissertations, book chapters, conference proceedings, or letters to the editor

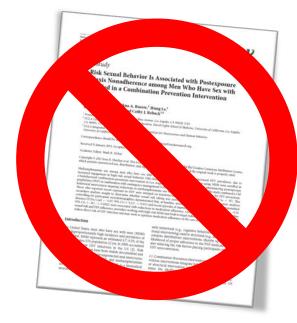
5

# What to Submit

High rick Sexual Behavior is Associated with Post-Exposure Prophylaxis	
	1
Non-adherence among Sate Combination Prevention Intervention	1
	1
Jesse B. Fletcher <sup>1</sup> , Jodzas A. Russow <sup>1</sup> , Hung Le <sup>1</sup> , Raphael J. Landsvitt <sup>2</sup> ,	
Jesse B. Fletcher <sup>1</sup> , Jodala A. Konviller Cathy J. Reback <sup>1,3</sup>	1
	1
Cathy J. Belsack." "tends Research Institute, Inc., 1419 N. La Bras Avenue, Los Angeles, CA 60028, USA XLA Center for Clinical ADDS Kesench & Education, Durid Geffen School of Medicine.	1
and a Contex for Clinical Allas Advantage	1
XCLA Center for Lumax. Ion Amples. CA 90095, USA aversity of California. Los Angeles. CA 90095, USA XCLA Integrated Substance Alone Programs. Sensel Institute for Neuroscience and Human. XCLA Integrated Substance Alone Programs. Sensel Institute for Neuroscience and Human.	1
	1
CLA Integrated Substance Annue Frogen duritor, University of Caldomia at Los Angeles, CA 90025, USA	
danier, University	
snespondence Author	
ue B. Fletcher, Ph.D.	
19 N. La Brea. Ave	
is Angeles. CA 90028	
23) 463-1601	
etcher@finenduresearch.org	

#### SUBMIT Final Peer-Reviewed Manuscript

- Author's final manuscript accepted for publication, which includes all revisions from peer review process
- Those accepted on or after 4/7/08
- Arise from NIH support



#### **NOT** Final Published Article

- Journal's authoritative copy of the paper
- Version that appears in journal after copyediting, etc

Policy Purpose

### • ARCHIVE

• To create a central collection of NIH-funded research publications to preserve vital published research findings

### • ADVANCE

• To provide an information resource for scientists to research publications and for NIH to manage better its entire research investment

### • ACCESS

• To make research publications resulting from NIHfunded research available to the public

## Deadlines

- Submit **upon acceptance** for publication
  - All submission tasks complete within 3 months of publication
- Must be made publicly available NO LATER than 12 months after (official date of) publication (print)
- Does **NOT** mean you have 12 months to submit papers!



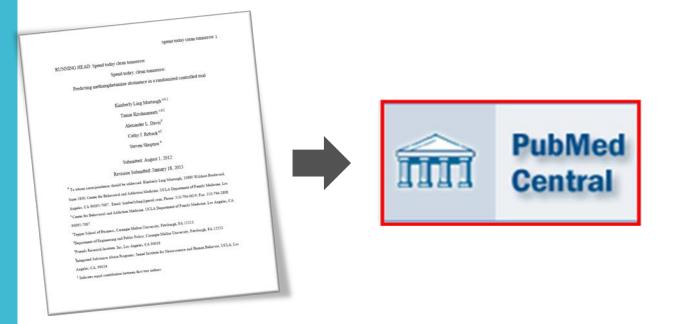
### Effective July 1, 2013:

- NIH will delay processing of an award if publications arising from it are not in compliance with the NIH public access policy.
- Investigators must use My NCBI to enter publications into progress reports.



NIH Notice NOT-OD-13-042: Changes to Public Access Policy Compliance Efforts Apply to All Awards with Anticipated Start Dates on or after July 1, 2013 (released 2/14/2013) <a href="http://grants.nih.gov/grants/guide/notice-files/NOT-OD-13-042.html">http://grants.nih.gov/grants/guide/notice-files/NOT-OD-13-042.html</a>

## Where Does It Need to Go?



- Need to be deposited into PubMed Central (PMC)
- Can use NIH Manuscript System to submit your paper into PMC

But My Article is Already in Pubmed...



- Online database of citations, abstracts, links to publisher sites
- Assigns PMID (8 digit number)
- Your articles goes in automatically

- Online database of fulltext, peer-reviewed journal articles
- Assigns PMCID (7 digit number and starts with "PMC")
- You usually have to take an active role

## Compliance

If the Public Access Policy is applicable to your publication:

- Address copyright
- Submit paper to PMC
- Cite PMCID



## Copyright



**DO NOT** sign copyright agreement if it does not allow the article to be submitted to PMC

Points to Stipulate with Publishers

- Which submission method will be used?
- What version of the paper will be made available on PMC?
- Who will submit the paper?
- When will it be submitted?
- Who will approve the submission?
- When will the paper be made public on PMC?

Language to Include in Copyright Agreement

"Journal acknowledges that Author retains the right to provide a copy of the final peer-reviewed 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." How to Submit Paper to PMC?

Spend today cienti today	
	1
RUNNING HEAD: Spend today clean tomorrow	1
RUNNING HEAD. Spend today, clean tomorrow: Spend today, clean tomorrow:	1
spont in a randomized controlled that	1
Spend today, clean sound to a controlled trial Predicting methamphetamine abstinence in a randomized controlled trial	1
Kamberly Ling Mortaugh 43.2	1
Kimberty Ling	1
Tamar Krishnamarti <sup>c4</sup>	
Alexander L. Davis <sup>4</sup>	
Cathy J. Reback st	
Steven Shoptaw <sup>b</sup>	
Submitted: August 1, 2012	
18, 2013	
Revision Subconted. Jamas / 10,000 <sup>8</sup> To whom correspondence sheald be addressed. Kunberly Ling Mustangh, 10850 Wildow 4. Addresse Medicine, UCLA Department of Family h	Boslevani.
at he addressed. Kamberly Ling Martungh, 19600 in	Los
<sup>8</sup> To when correspondence shows to a Maderine, UCLA Department of Family 5	
<sup>6</sup> To share Control on the Balancerel and Addresson Madrones, UCLA Department of the South S	Los Angeles, CA
Angelei, CA 900977777	
* Center for Behavioral and Automatication	
90095-7087 "Topper Schanl of Decisions, Canagar Mellan University, Panitergh, PA 13333. "Department of Engineering and Public Policy, Consept Malies University, Panitergh.	PA 15213
*Department of Engineering. *Department of Engineering. Inc. Los: Angeles, CA 90035 *Protody Research Institute, Inc. Los: Angeles, CA 90035	durine, UCLA, Los
"Friends Research Incrition, one of Second Incrimits for Neurorisence and Human of	
<sup>1</sup> Department of Expansion and an expansion of the Angelen, CA 90035 "Friends Research Institute, Int. List Angelen, CA 90035 "Integrated Solutions: Along Programs, Senail Institute for Neuroscience and Human B	
Angelan, CA, 90024 1 Indiantes equal counsilvation between first two authors	
I talkrawn wywe er	





## Applicable publications

### **Final Published Article**

#### Method A:

Journal that deposits all final published articles in PubMed Central (PMC) without author involvement

#### **Method B:**

Publisher deposit a specific final published article into PMC, usually for a fee

### **Peer-Reviewed Manuscript**

#### Method C:

Author/delegate deposits via NIH Manuscript Submission System (NIHMS) and completes submission process

#### Method D:

Publisher deposits via NIHMS, but author completes the submission process

	Method A	Method B	Method C	Method D
Version of paper submitted	Final Published Article	Final Published Article	Final Peer-Reviewed Manuscript	Final Peer-Reviewed Manuscript
Who starts the deposit process?	Publisher	Publisher	Author or designee, via NIHMS	Publisher
Who approves paper for processing?	Publisher	Publisher	Author, via NIHMS	Author, via NIHMS
Who approves paper for PMC display?	Publisher	Publisher	Author, via NIHMS	Author, via NIHMS



Type of Paper Submitted	Final Published Article	Final Peer-Reviewed Manuscript
Submission Method	Method A – Journal automatically post NIH supported papers directly to PMC (List of Journals using Method A) Method B – Special arrangements made by the author for the Journal to post the paper directly to PMC (List of Journals using Method B)	<ul> <li>Method C – Authors or designee must submit manuscripts to the NIHMS</li> <li>Method D: Some publishers will submit manuscripts to the NIHMS</li> <li>Awardees are responsible for ensuring that manuscripts are submitted to the NIHMS upon acceptance for publication</li> </ul>
Submission Process by	Publisher posts the paper directly to PMC	Publishers, authors or their designee deposit files and the NIHMS converts them to the PMC format – Submission REQUIRED upon acceptance for publication
Approve Submission	Publisher	Author – on NIHMS
Approve PMC Web Version	Publisher	Author – on NIHMS
Responsible for Compliance	NIH Awardee	NIHAwardee
Cite papers - acceptance-3 months post-publication	PMCID or "PMC Journal – In Process"	PMCID or NIHMSID
Cite papers – +3 months post-publication	PMCID	PMCID

How to Determine Submission Method?

- Check the journal/publisher website in "For Authors" section or call them directly
- Go to the NIH website (<u>http://publicaccess.nih.gov/submit\_process\_journals.</u> <u>htm</u>)
  - Method A <u>http://publicaccess.nih.gov/submit\_process\_journal</u> <u>s.htm</u>
  - Method B <u>http://publicaccess.nih.gov/select\_deposit\_publi</u> <u>shers.htm#b</u>
  - Method D: <u>https://publicaccess.nih.gov/Method%20D%20Pub</u> <u>lishers</u>
- Or check out the SHERPA/RoMEO list (<u>http://www.sherpa.ac.uk/romeo.php</u>)



... opening access to research

Home • Search • Journals • Publishers • FAQ • Suggest • About

#### Publisher copyright policies & selfarchiving

#### Search

•	Journal tit	les or ISSNs $\odot$	Pub	lisher nai	mes
•	Exact title	⊖ starts with	0 0	ontains	
		Advanced Se	arch	Search	Reset

Use this site to find a summary of permissions that are normally given as part of each publisher's copyright transfer agreement. English | Español | Magyar | Português

**RoMEO News** 

Blog • Twitter • More >>

RSS1 Feed • More >>

- SHERPA/RoMEO API Version 2.4 has been Closed Down - 26-Nov-2013
- Beta SHERPA/FACT API Announced 31-Oct-2013
- Important changes to the SHERPA/RoMEO <u>API</u> - 04-Sep-2013

Special RoMEO Pages Mo

More >>

- Publishers Allowing use of their PDFs in Repositories
- <u>RoMEO Statistics</u>
- <u>Application Programmers' Interface</u> (API)

Additions and Updates

### http://www.Sherpa.ac.uk/romeo.php

#### Example: Springer Publishing/Springer OpenChoice

...If you choose to publish your article as open access within the Springer Open Choice program, Springer deposits the final published version of your article into PubMed Central and it is made publicly accessible. The copyright will remain with you and the article will be published under the Creative Commons Attribution License. The cost of Springer Open Choice (USD 3000/ EUR 2200) is – as stated on the NIH web site – a permissible cost in your grant.

If you choose to publish your article with the traditional subscription based model (without open access), you can notify Springer to deposit the author's accepted version of your article into the NIH Manuscript Submission System, from where it will be sent to PubMed Central and made publicly available 12 months after publication...

#### \*\*\*

"Authors may self-archive the author's accepted manuscript of their articles on their own websites. Authors may also deposit this version of the article in any repository, provided it is only made publicly available 12 months after official publication or later. He/ she may not use the publisher's version (the final article), which is posted on SpringerLink and other Springer websites, for the purpose of self-archiving or deposit...

 $\leftarrow$  Method B

←Method D

← Method C

## Applicable publications

### **Final Published Article**

### **Peer-Reviewed Manuscript**

#### Method A:

Journal that deposits all final published articles in PubMed Central without author involvement

#### **Method B:**

Publisher deposit a specific final published article in PMC, usually for a fee

#### Method C:

Author/delegate deposits via NIHMS and completes submission process

#### Method D:

Publisher deposits via NIHMS, but author completes the submission process

### How to Submit using <u>Method C</u>

### Log In at <a href="http://www.nihms.nih.gov/">http://www.nihms.nih.gov/</a>

U.S. Department of Health & Hum.	an Services		
NIH Manuscript	Submission System	A	bout ▼ Help ▼
Sign In			
NIH Researchers	NB) login		
ACL Researchers	G HHS SNCBI		
AHRQ Researchers	G HHS		
ASPR Researchers	J HHS		
CDC Researchers	G. HHS		

NOTE: Any one can upload/submit a paper in the NIHMS system. It DOES NOT have to be an author (e.g. Admin Assistant, Project Director, Manager, any designee, etc.).

Sign of

Video Maker



#### Manuscript List for Video Maker

Needs You	r Attention 3 In Process in NIHMS 1 Stalled 2 Completed 0 Availab	Submit New Manuscript				
3 manuscri	pts that need action by you					
NIHMSID	Title	Status		Find a manuscript		
15398	Translational alphabets	Awaiting file upload	â	NIHMSID \$		
15249	An Experimental and Theoretical Evaluation of Multi-site Cadmium(II) Exchange in Designed Three-Stranded Coiled Coil Peptides	Stalled: Awaiting reviewer's final approval		How do I submit a manuscript? How do I search by ticket number?		
15340	Translational medicine	Awaiting file upload	â			
				How can I search for manuscripts already in the NIHMS system?		
				Why don't I see my manuscript?		

About V

Help V

Manuscript List

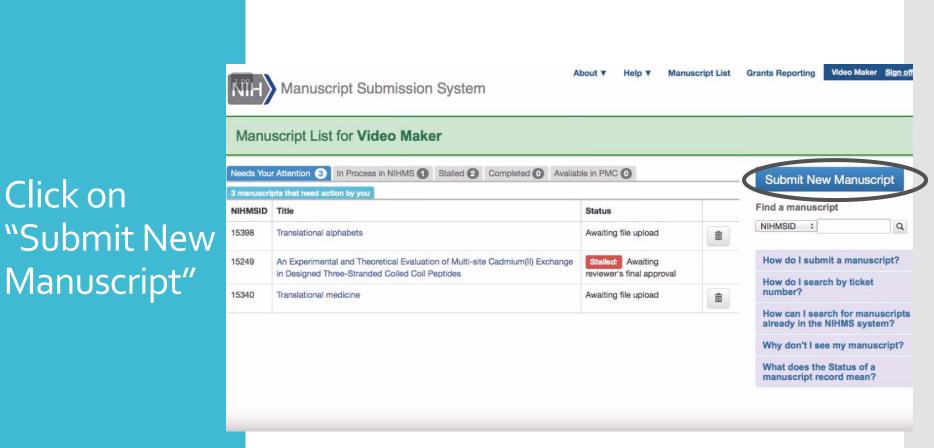
### What you will need for your submission:

**Grants Reporting** 

- the NIH grant number(s)
- Grantee's full name
- Authors' full names
- the final peer-reviewed manuscript
- any supporting figures, tables, etc

#### NOTE: Make sure that you use the same login option each time.

Center of HIV Identification, Prevention, and Treatment Services (CHIPTS) – Isabelle Chu



## 3 Options are available

1) Manually enter the Manuscript Title and Journal Title as it appears in Publication

	Option 1:
About V Manuscript Submission System	Enter manuscript info manually
New manuscript submission	
1. Title Information 2. Add Funding 3. Upload Files 4. Check Files	5. Set Reviewer & Embargo
Provide citation information using one of the options below.	
Option 1. Enter the manuscript and journal titles Manuscript Title * Journal Title *	Option 1. Enter the manuscript and journal titles Option 2. Search for citation in PubMed Option 3. Find citation in My NCBI Bibliography
Option 2. Search for citation in PubMed Option 3. Find citation in My NCBI Bibliography Cancel Submission	Add Funding ►
	1) Enter journal and manuscript title here

### Add Funding >

#### Option 3. Find citation in My NCBI Bibliography

Cancel Submission

					(									
0	Patier	nt an	d pro	ovide	r per	spec	tives	on t	he de	evelo	oment	of pe	rson	alized medicine: a mixed-methods ap
	A gen	ne ex	pres	sion	signa	ature	of F	OXM	l1 pre	edicts	the p	rogno	sis o	f hepatocellular carcinoma. <u>Exp. Mol Me</u>
~	1	2	3	4	5	6	7	8	9		52	53		

Surface display of synthetic phytochelatins on Saccharomyces cerevisiae for enhanced ethan ubstrates. Bioresour Technol 12/01/2017
Tautomerization and Dissociation of Molecular Peptide Radical Cations. <u>Chem Rec</u> 01/01/2018
Snail maintains metastatic potential, cancer stem-like properties, and chemoresistance in P2J cells, Oncol Rep 09/01/2017

3. Upload Files

Option 1. Enter the manuscript and journal titles

2. Add Funding

Provide citation information using one of the options below.

1. Title Information

Option 2. Search for citation in PubMed	
Chu I[au]	Search
Quick search for: Chu, Chu I	
Publications	Status
O Acute Effects of Foam Rolling, Static Stretching, and Dynamic Stretching During Warm-ups o ng Adults. J Sport Rehabit 11/01/2017	
Surface display of synthetic phytochelatins on Saccharomyces cerevisiae for enhanced ethan ubstrates. Bioresour Technol 12/01/2017	
□ Tautomerization and Dissociation of Molecular Peptide Radical Cations. <u>Chem. Rec</u> 01/01/2018	
Snail maintains metastatic potential, cancer stem-like properties, and chemoresistance in P2J cells. Oncol Rep 09/01/2017	Publisher provided
A tricyclic pyrrolobenzodiazepine produced by Klebsiella oxytocais associated with cytotoxi c colitis. J. Biol Chem 11/24/2017	Already in PMC
Effect of oil structure on cyclodextrin-based Pickering emulsions for bupivacaine topical application. Colloids Surf B Biointerfaces 01/01/2018	
Expression of the human telomerase reverse transcriptase gene is modulated by quadruplex f thylation. J. Biol. Chem 12/22/2017	Already in PMC
Morton's Neuroma (Interdigital Neuralgia) Treated with Metatarsal Sliding Osteotomy. Indian J. Orthop. 11/01/2017	Already in PMC
Patient and provider perspectives on the development of personalized medicine: a mixed-methods approach. J Community Genet	
A gene expression signature of FOXM1 predicts the prognosis of hepatocellular carcinoma. Exp. Mol. Med 01/05/2018	Publisher provided
« 1 2 3 4 5 6 7 8 9 52 53 »	

4. Check Files

Option 1. Enter the manuscript and journal titles

Option 2. Search for citation in PubMed

Option 3. Find citation in My NCBI Bibliography

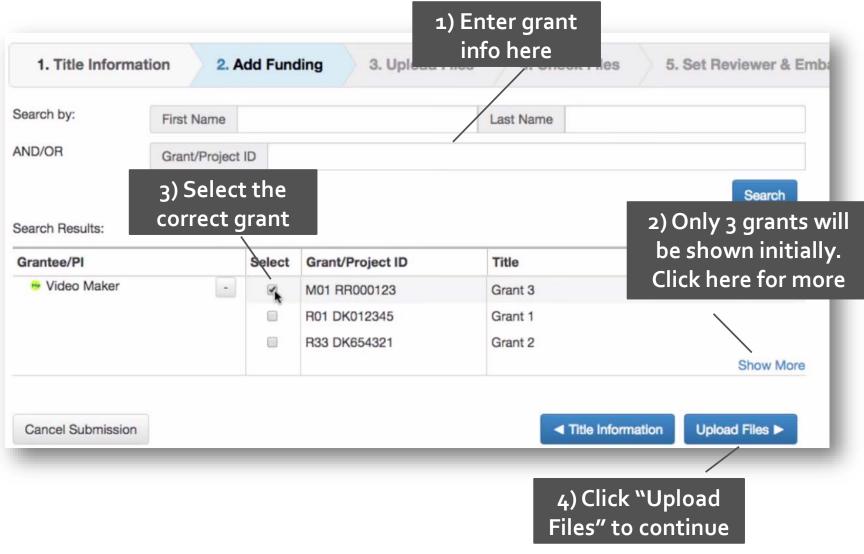
### Option 2:

#### Search PubMed forthe Publication

### Option 3:

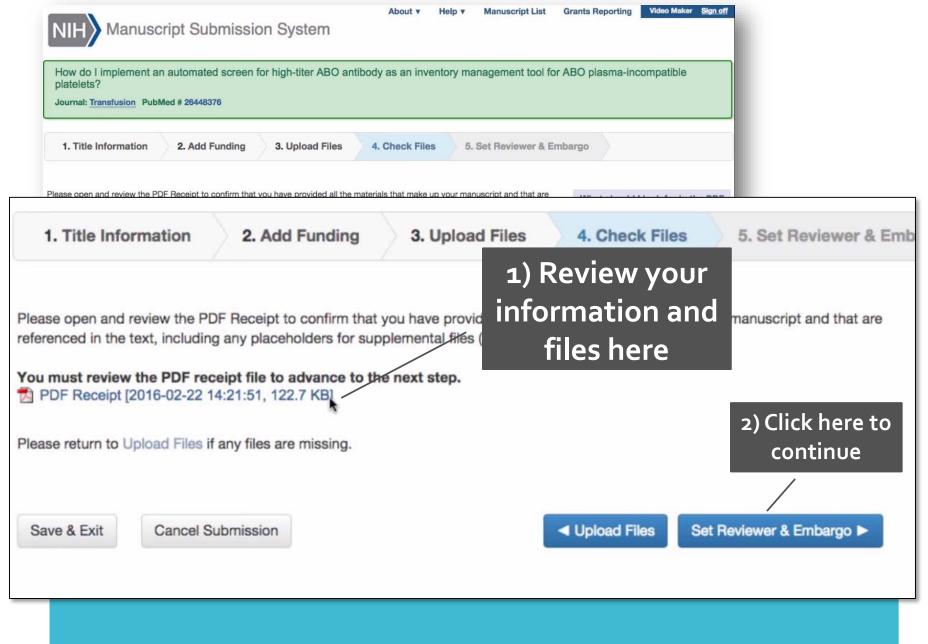
### Select a citation in "MyNCBI Bibliography"

New manuscript sub	mission					
1. Title Information	2. Add Funding	3. Upload Files	4. Check Files	5. Set Reviewer & Embarg	•	
rovide citation informat	tion using one of the	options below.				
ption 1. Enter the mar		titles				Option 1. Enter the manuscript and journal titles
-						Option 2. Search for citation in PubMed
Option 3. Find citation	1 IN MY NCBI Bibliog	Jraphy			Status	Option 3. Find citation in My NCBI Bibliography
Substance-associated elements	_					
Edit My NCBI Bibliography(I	Note: refresh this page af					
Cancel Submission					Add Funding I	3
						-
						2) After using your selected option, Click "Add Funding"



Type       Label       File       Choose File No file chosen         Table       Choose File No file chosen       X       Choose File No file chosen       X         Supplemental       Choose File No file chosen       X       X       Choose File No file chosen       X         Add another Q Manuscript, Q Figure, Q Table, Q Supplemental       Choose File No file chosen       X       X       2) Click "Check Files" to continue	1. Title Infor	mation	2. Add Funding 3. Upload Files	4. Check		essible for t Reviewer & Em	or upload.
Manuscript*     Figure   Choose File   No file chosen     Table   Choose File   No file chosen     X     Supplemental   Choose File   No file chosen     X     Choose File   No file chosen     X     Choose File   No file chosen     X     Othoose File   No file chosen     X     Othoose File   No file chosen     X     Othoose File     No file chosen     X     Othoose File     No file chosen     X     Othoose File     No file chosen     X     Othoose File     No file chosen     X     Othoose File     No file chosen     X     Othoose File     No file chosen     X     Othoose File     No file chosen     X     Othoose File     No file chosen     X     Othoose File     Othoose File     Othoose File     Othoose File	lease upload all	files associate	d with your manuscript, including suppleme	ental files, and m	ove to the next step		
Figure Choose File No file chosen   Table Choose File No file chosen   Supplemental Choose File No file chosen   dd another © Manuscript, © Figure, © Table, © Supplemental     1) Upload file   2) Click "Check	Гуре	Label	File	Size	Date	Remove	Choosing a file type
Table       Choose File No file chosen       x         Supplemental       Choose File No file chosen       x         dd another O Manuscript, O Figure, O Table, O Supplemental       2) Click "Check	Manuscript *		Choose File No file chosen			×	
Supplemental     Choose File No file chosen     x       Supplemental     Choose File No file chosen     x       dd another O Manuscript, O Figure, O Table, O Supplemental     2) Click "Check	Figure		Choose File No file chosen			x	
dd another O Manuscript, O Figure, O Table, O Supplemental 2) Click "Check	Table		Choose File No file chosen			x	here
	Supplemental		Choose File No file chosen			×	
	dd another OM	anuscript, O	Figure, OTable, OSupplemental				
Save & Exit Cancel Submission Add Funding Check Files >		Canada Suba	nission		Add Funding	Check Files ►	





NIH Manuscript Submi	The persor	n reviewer. n MUST be	willing and the NIHMS	a reviewer that is l is available to login t to approve the pape
platelets?	an author o	n the paper		plasma-incompatible
1. Title Information 2. Add Funding Set Reviewer	3. Upload Files	4. Check Files	5. Set Reviewer & Embargo	
Select Reviewer				Vho should review the deposit? Vhat embargo should I select?
Me (Video Maker)				
First Name	Last Name	Email		
Set Embargo Release in PMC	the journal.			Click approve
Save & Exit Cancel Submission		< Che	ock Files Approve ►	

2) Enter embargo period

NOTE: The reviewer DOES NOT have to be the first or corresponding author. Any author on the paper can be a reviewer as long as it is agreed

Center of HIV Identification Jpoon on, and Treatment Services (CHIPTS) – Isabelle Chu

Help v

Manuscript List

Grar

About v



#### **Review of NIHMS submission statement**

#### Submission Statement

Manuscript Title: How do I implement an automated screen for high-titer ABO antibody as an inventory management tool for ABO plasma-incompatible platelets? Accepted for Publication in: Transfusion

I am an author of this manuscript, and I am providing it to the National Institutes of Health (NIH) to make publicly available in PubMed Central **1 month** after its official date of publication in the journal.

I confirm that:

Publication and Copyright Agreements — In any agreements that I have made with the journal, I have retained the right to deposit *this version* of the manuscript with PMC, so that it may be appropriately tagged and made available to the public on the PMC web site; or, I otherwise am legally authorized to deposit this manuscript for the purposes described.

**Confidentiality** — The manuscript may contain confidential information that must not be publicly disclosed prior to publication of the paper in the named journal.

Peer Review — The version I am depositing has been peer reviewed and accepted for publication all modifications resulting from the peer review process.



Funding — The manuscript is the result of research supported, in whole or in part, by direct costs funded by .

Change Release Date



#### Thank you for the submission.

Manuscript Title	How do I implement an automated
	screen for high-titer ABO antibody as
	an inventory management tool for
	ABO plasma-incompatible platelets?
Journal	Transfusion
NIHMSID	15954
Release Delay	1 month
Reviewer	Video Maker

#### WHAT'S NEXT?

#### Step 3

NIHMS staff reviews the approved files for completeness, and complete submissions are converted to archival XML. The PMC-ready documents (Web and PDF versions) are checked to ensure they accurately reflect the submitted files. Processing time for this step is usually 2-3 weeks but may vary depending on the volume of submissions at a given time. An e-mail notification is sent to the Reviewer when the record is available for final review.

#### Step 4

The Reviewer reviews the PMC-ready documents (Web and PDF versions) and either requests corrections or approves them for inclusion in PMC. Final Approval is required to complete manuscript processing in NIHMS.

#### Step 5

A PMCID is assigned when the manuscript is matched to a PubMed record with complete citation information. For details, see When will a PMCID be assigned to my manuscript?

Go to Manuscript List

# After you finish your submission, the NIHMS system will send <u>at least 3 emails</u> to the assigned reviewer.

Center of HIV Identification, Prevention, and Treatment Services (CHIPTS) – Isabelle Chu

Sign Out

## Check your email!

From: nihms-help@ncbi.nlm.nih.gov [mailto:nihms-help@ncbi.nlm.nih.gov]
Sent: Monday, January 28, 2013 10:29 AM
To: Subject: [nihms] NIHMS439295: Approve Submission of Manuscript]

"Operational implementation of prospective genotyping for personalized med

[NOTICE: This is an automated message from the NIHMS System. To contact th

### The first email is to alert that the manuscript has been submitted into NIHMS and to ask the reviewer to approve upload version.

Dear

has submitted the following manuscript for publication in PubMed Central in compliar

Journal name: Clinical pharmacology and therapeutics

Manuscript title:Operational implementation of prospective genotyping for personalized medicine: t The manuscript ID for this article is NIHMS439295.

Please approve the submitted materials and confirm that it was supported by NIH and/or HHMI fundir

There are three steps:

1. Access the System - Please click on the following URL to access the NIHMS System:

http://www.nihms.nih.gov/db/sub.cgi?ticket=746245a9122e03146df3ba6a1f9bb4e10e336e84

NOTE: If the above link is broken, please copy and paste the entire URL into your browser. \*\*You must follow this link to find your manuscript.\*\* This link is a "ticket" that allows our sy

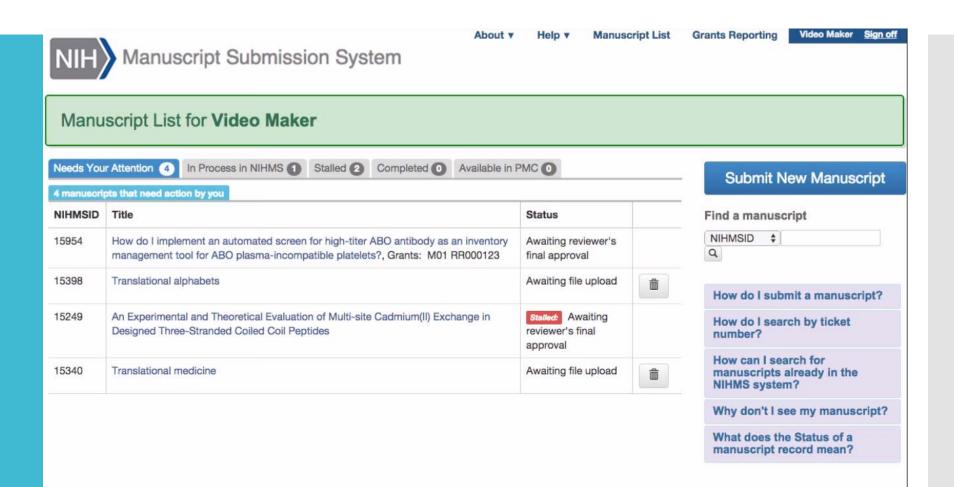
Ticket Number: 746245a9122e03146df3ba6a1f9bb4e10e336e84

Log in to the NIHMS System - If you need assistance with this step, the following step-by-step guides will show you how to log into the system:

Extramural Users - <u>http://www.nihms.nih.gov/help/MYNCBI-LOG/MYNCBI-LOG-1.shtml</u>
Extramural PIs - <u>http://www.nihms.nih.gov/help/ERA-LOG/ERA-LOG-1.shtml</u>
Intramural Researchers - <u>http://www.nihms.nih.gov/help/NIH-LOG/NIH-LOG-1.shtml</u>

3. Review "PDF Receipt" and click "Approve" button. If you can provide more appropriate person to curate this manuscript submission, please click corresponding button and follow the instruction.

3/2/2018



# NOTE: If the reviewer does not login to approve the uploaded version, the process will be stalled.

(Method C)

### Check your email!

From: <<u>nihms-help@ncbi.nlm.nih.gov</u>> Date: February 22, 2013, 2:24:41 PM CST To: Subject: [nihms] Manuscript #439295: Please review Web version

Dear

#### The second email is to alert the reviewer that the PMC /web version of the manuscript is ready and to ask the reviewer to approve the web version.

The web version of your NIHMS manuscript (NIHMS439295) "Operational implementation of prospective genotyping for personalized medicine: The design of the Vanderbilt PREDICT project" is now ready for your review.

Please proceed to the NIHMS web site: <u>http://www.nihms.nih.gov/db/sub.cgi</u> to approve the web version of your manuscript. This is necessary to complete your manuscript submission to PubMed Central.

You will be able to (1) approve the manuscript for release to PubMed Central or (2) request that corrections be made to the article. Please note that only errors or omissions that impact the scientific accuracy of your article are eligible for correction.

PLEASE DO NOT REJECT THE WEB VERSION FOR THESE REASONS:

- The figures/tables are "out of order": NIHMS places a figure/table after the first in-text citation of the figure/table, according to PubMed Central style guidelines. If you wish to change the order, please provide corrected text to change the citation order.

- This is not the final version: The Public Access Policy calls for the manuscript to be submitted after peer-review and acceptance, but before final editing and publication. If you wish to use the final, published version of the manuscript, you must have explicit permission from the publisher. You are welcome to request corrections to the NIHMS manuscript that affect the scientific accuracy of the manuscript.

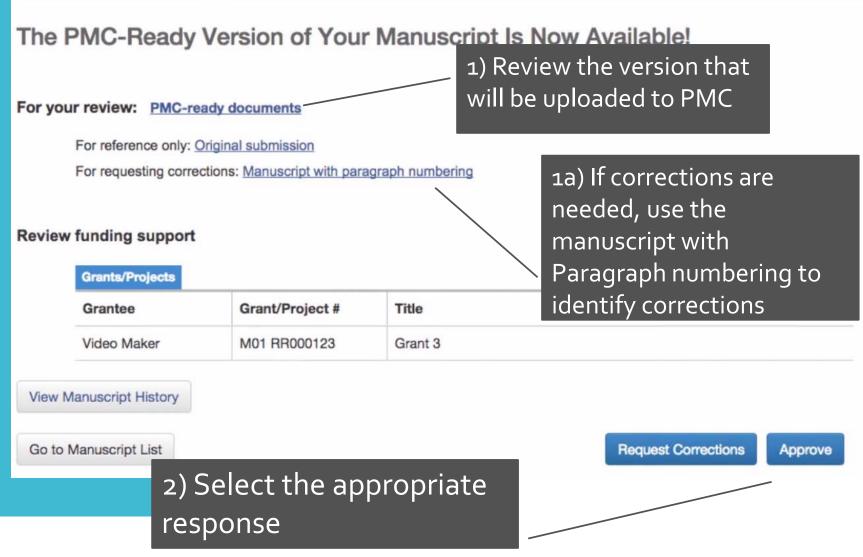
- The full figure legend is not showing: Part of the figure legend is displayed in the thumbnail in the HTML version. To view a larger version of the figure and the complete legend, please click on the thumbnail image.

- The PubMed link missing from a reference: A link to PubMed from a reference is automatically generated based on the match to an existing PubMed record and cannot be added

# NOTE: If the reviewer does not login to approve the web version, the process will be stalled.

3/2/2018

Center of HIV Identification, Prevention, and Treatment Services (CHIPTS) – Isabelle Chu



rectio		mission System	About v	Help v	Manuscript List	Grants Reporting	Video Make
platelets?	nplement an automated	d screen for high-titer ABO	antibody as an inv	entory ma	nagement tool fo	or ABO plasma-in	compatible
Request (	Corrections	the location of your change(s):	Anuscript with paragr	raph number	ing	How do I req the PMC-read	uest correction dy document
Please use the f	ollowing version to report t	/				What types o shouldn't I re	of corrections equest?

(Method C)

### Check your email!

From: <<u>nihms-help@ncbi.nlm.nih.gov</u>> Date: March 11, 2013, 7:40:24 PM CDT To:

Subject: [nihms] Manuscript #439295: Your Article is available in PMC

The third email is to notify that the paper has been uploaded into PubMed Central and that the process is complete.

#### Dear

The manuscript NIHMS439295 "Operational implementation of prospective genotyping for personalized medicine: The design of the Vanderbilt PREDICT project" has been loaded into PubMed Central and made available for public access:

Click the following to see your manuscript(s): http://www.ncbi.nlm.nih.gov/pmc/articles/PMC3581305/

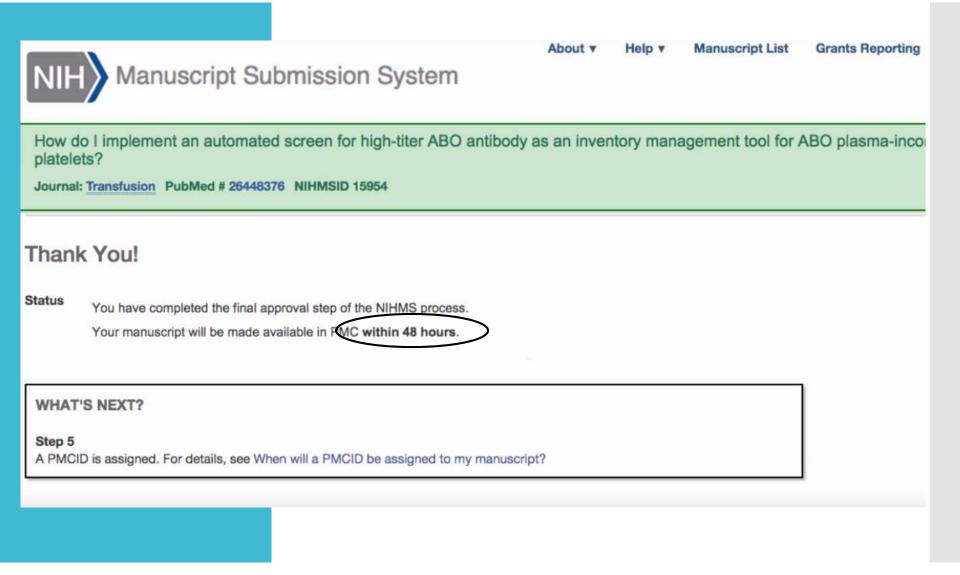
The submission process is now complete for this manuscript.

We encourage you to make further manuscript submissions as they become eligible. As always, please feel free to contact the NIHMS Help Desk with any questions or comments.

Thank you for using the NIHMS system,

The NIHMS Help Desk

# All of these tasks MUST be completed within 3 months of publication!



### How to Cite PMCID?

3/2/2018

Home	Training	Policy Details	Managing Papers >	FAQs ▶	Special users >	My NCBI	NIHMS	
clude		in Citati	ons					
				11 DMO (		1 10 10		
	their NIH-funde		ort to the NIH must include	the PMC refere	ence number (PMCID)	when clung applica	able papers that they a	author or
							other scientist (anyon	
three authintor and Au OW to For non-	ors or Author B's thor C next repo Cite competing co	mentor) cites this p rt on the progress o ntinuation awa codes in the RPPF	rds, use My NCBI to r rds, use My NCBI to r and My NCBI report Compliant	application, the o NIH, they mu	ey are not required to in st cite the paper and in	nclude the PMCID.		

#### 😞 NCBI 🛛 Resources 🖂 How To 🖂 My NCBI Sign In Pub Med.gov PubMed ¥ Search US National Library of Medicine National Institutes of Health Limits Advanced Help Display Settings: (V) Abstract REE full text article Send to: 🖂 BioM ed Central in PubMed Central BMC Public Health. 2010 Dec 20:10:774. Contingency management to reduce methamphetamine use and sexual risk among men who have sex with men: a randomized controlled trial. Related citations -Menza TW, Jameson DR, Hughes JP, Colfax GN, Shoptaw S, Golden MR. Review Behavioral interventions to reduce risk for sexual transi [Cochrane Database Syst Rev. 2008] Center for AIDS and STD, Harborview Medical Center, 325 Ninth Avenue, Seattle, WA 98104, USA, menza@uw.edu Factors associated with sex in the context of Abstract methamphetamine use [BMC Public Health, 2010] BACKGROUND: Methamphetamine use is associated with HIV acquisition and transmission among men who have sex with men (MSM). A public health response to the Contingency management (CM), providing positive reinforcement for drug abstinence and withholding reinforcement when abstinence is methamphetamine epic [BMC Public Health. 2006] not demonstrated, may facilitate reduced methamphetamine use and sexual risk. We compared CM as a stand-alone intervention to a minimal intervention control to assess the feasibility of conducting a larger, more definitive trial of CM: to define the frequency of Review Methamphetamine use and infectious disease-related behaviors in mei [Addiction, 2007] behavioral outcomes to power such a trial; and, to compute preliminary estimates of CM's effectiveness. METHODS: We randomly assigned 127 MSM from Seattle, WA who use methamphetamine to receive a 12-week CM intervention (n = 70) Walking the line: stimulant use during sex and HIV risk behavior among [Drug Alcohol Depend. 2010] or referral to community resources (n = 57). RESULTS: Retention at 24 weeks was 84%. Comparing consecutive study visits, non-concordant UAI declined significantly in both study See reviews.. arms. During the intervention, CM and control participants were comparably likely to provide urine samples containing See all methamphetamine (adjusted relative risk [aRR] = 1.09; 95%CI: 0.71, 1.56) and to report non-concordant UAI (aRR = 0.80; 95%CI: 0.47, 1.35). However, during post-intervention follow-up, CM participants were somewhat more likely to provide urine samples containing methamphetamine than control participants (aRR = 1.21; 95%CI: 0.95, 1.54, P = 0.11). Compared to control participants, CM participants Cited by 1 PubMed Central article were significantly more likely to report weekly or more frequent methamphetamine use and use of more than eight quarters of Interventions for non-injection substance use methamphetamine during the intervention and post-intervention periods. among US men who have sex [AIDS Behav. 2011] CONCLUSIONS: While it is possible to enroll and retain MSM who use methamphetamine in a trial of CM conducted outside drug treatment, our data suggest that CM is not likely to have a large sustained effect on methamphetamine use. Chemical Compound Information • PMID: 21172026 [PubMed - indexed for M (DLINE] PMCID: PMC3016390 Free IC Article Methamphetamine **PMCID**

#### Locate your PMCID

If you have only PMID, then go to <u>https://www.ncbi</u> .nlm.nih.gov/pm c/pmctopmid/

#### PMCID - PMID - Manuscript ID - DOI Converter

Enter IDs into the text box using the specified format. Separate multiple IDs with spaces or commas. Note: you cannot mix different types of IDs in a single request.

- PMID: use simple numbers, e.g., 23193287.
- PMCID: include the 'PMC' prefix, e.g., PMC3531190. You may drop the prefix if you select the checkbox for 'Process as PMCIDs'.
- Manuscript ID: include the relevant prefix, e.g., NIHMS236863 or EMS48932.
- DOI: enter the complete string, e.g., 10.1093/nar/gks1195.

Or get IDs from the NCBI clipboard: PubMed or PMC

Choose the result format: 

HTML
XML
CSV
JSON

#### Enter PMID here and click convert

Process as PMCIDs

Convert Clear

29138182

#### Results



When to Include PMCID in Citations? As 5/25/08, must include PMCID for articles that arise from NIH funded research in:

- progress reports
- renewals
- new grant applications
- biosketches (NIH)



\*Reminder Concerning Grantee Compliance with Public Access Policy and Related NIH Monitoring Activities Notice Number: NOT-OD-08-119, September 23, 2008, <u>http://grants.nih.gov/grants/guide/notice-files/NOT-OD-08-119.html</u>

## Example of Citation w/ PMCID

Bao Y, Duan N, & Fox SA. (2006). Is some provider advice on smoking cessation better than no advice? An instrumental variable analysis of the 2001 National Health Interview Survey. *Health Service Research*, 41(6), 2114-2135. PMCID: PMC1955314

## Examples of Citation w/o PMCID

For Methods A and B, use "PMC Journal - In Process": Baldwin SB, Solorio R, Washington DL, Yu H, et al. (2008). Who is using emergency contraception? Awareness and use of emergency contraceptive among Californian women and teens. Womens Health issues. 18(5), 180-388. PMC: PMC Journal - In Process

For Methods C and D, use the NIHMSID number. Cerrato A, Parisi M, Santa Anna S, Missirlis F, Guru S, Agarwal S, Sturgill D, Talbot T, Spiegel A, Collins F, Chandrasekharappa S, Marx S, Oliver B. Genetic interactions between Drosephila melanogaster menin and Jun/Fos. Dev Biol. In press. NIHMSID: NIHMS44135 Summary of Citation Policy

- **PMCID**, if available *or*
- Methods A and B: PMC Journal-In Process'
- Methods C and D: NIHMSID

#### 3+ months after print

• All methods: **PMCID** 

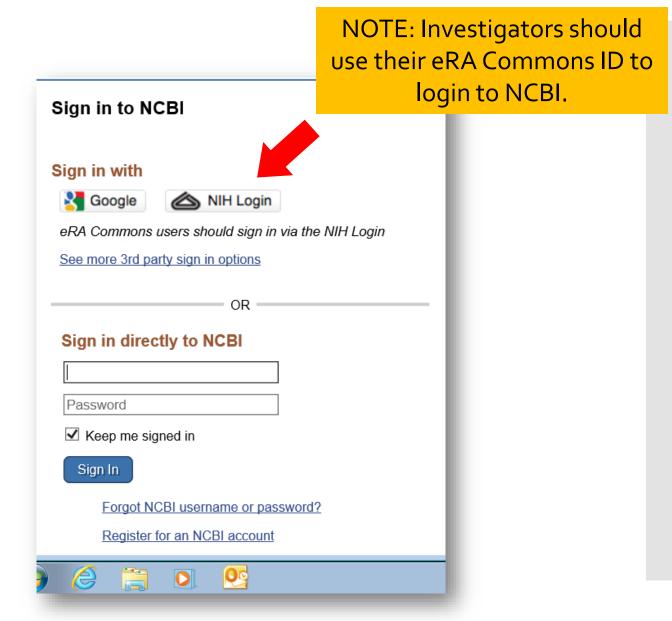
#### How to Manage Compliance Using MyNCBI

#### Go to http://www.ncbi.nlm.nih.gov/pubmed

E http://www.ncbi.nlm.nih.gov/pubmed/	の -  c ミ Home - PubMed - NCBI ×	ሰ 🛧 ସ
File Edit View Favorites Tools Help		
🗴 🍖 Convert 👻 🛃 Select		
😣 NCBI 🛛 Resources 🕑 How To 🕑		Sign in to NCBI
Public ed.gov       PubMed         US National Library of Medicine National Institutes of Health       Adva	anced	Sear-
literature from ME	es more than 23 million citations for biomedical DLINE, life science journals, and online books. ude links to full-text content from PubMed Central o sites.	PubMed Commons PubMed's new commenting system

#### REMINDER: Effective 7/1/13, the policy states that investigators **must use My NCBI** to enter publications into progress reports.

Login Using NIH/eRA Commons ID and password

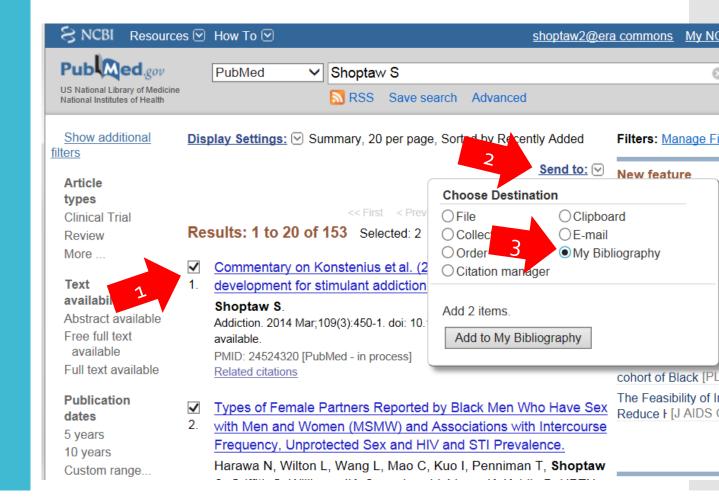


# Search for your papers



TIP: Use My NCBI to manage ALL your papers. Do a search of your papers using PubMed and import all your papers into My NCBI-My Bibliography.

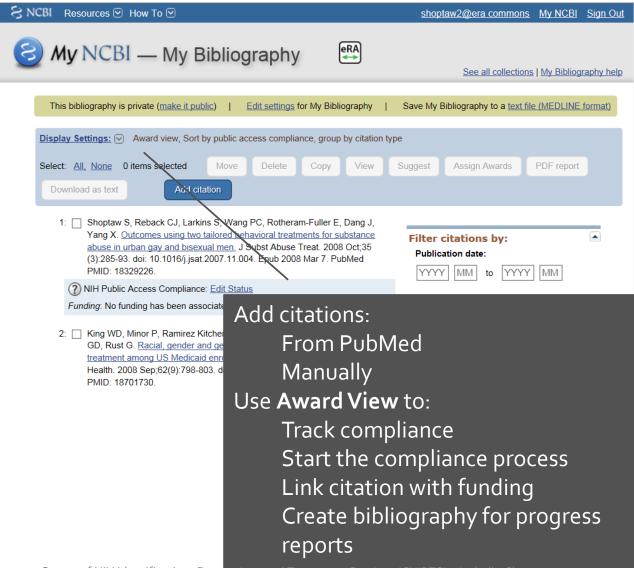
# Select and Send to My Bibliography

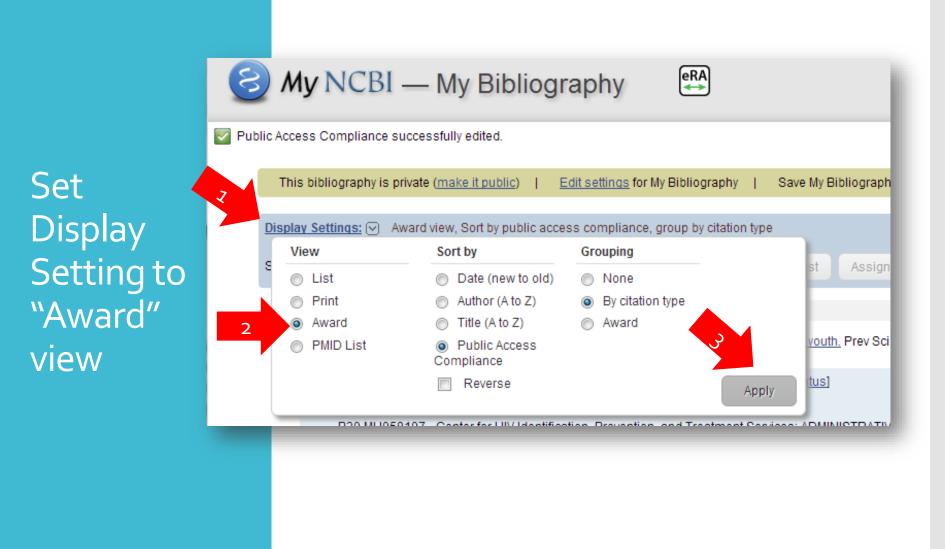


## Select "Edit Your Bibliography"

S NCBI Resources 🕑 How To 🖂	<u>shoptaw2@era commons</u> <u>My NCBI</u> <u>S</u>
Public d.gov       US National Library of Medicine       National Institutes of Health         Advanced	Se
Display Settings: Summary, Sorted by Recently Added	Send to: V Filters: Manage Filters
New items were added to your bibliography. Edit your bibliography. Results: 2	ography. Find related data Database: Select
<u>Commentary on Konstenius et al. (2</u> <u>On medica</u> <u>addiction.</u>	tion development for stimulant Find items
Shoptaw S. Addiction. 2014 Mar;109(3):450-1. doi: 10.1111/add.12480. No PMID: 24524320 [PubMed - in process] <u>Related citations</u>	abstract available. Recent Activity Turn O

### Track All Your Papers with MyNCBI -MyBibliography





#### **Monitor Compliance Status**

<b>Green</b> : Compliant	<ul> <li>Public Access Compliance: Complete. PMCID: <u>PMC2838503</u></li> <li>NIH Funding: P01 Al030731-19 - Clinical Epidemiology and Pathogenesis of Asymptomatic HSV U01 Al038858-050001 - HIV DISEASE RESEARCH AGENDA <u>Add or delete award</u></li> </ul>
<b>Yellow</b> : In-process at NIHMS	Public Access Compliance: In process at NIHMS. [Edit Status] NIHMS ID: <u>NIHMS380175</u> NIH Funding: No funding has been associated with this citation. <u>Add award</u>
<b>Red</b> : Non-compliant	<ul> <li>Public Access Compliance: Non-compliant. <u>Citation not in NIHMS or PMC [Edit Status]</u> NIH Funding: R21 EB009509 - Measurement of CCR5 and CCL3L1 on Single Cell by Fluorescent Metal Nanoparticle <u>Add or delete award</u></li> </ul>
<b>?</b> : Need more info	Public Access Compliance: <u>Edit Status</u> NIH Funding: No funding has been associated with this citation. <u>Add award</u>
<b>N/A</b> : Paper does not apply	NA Public Access Compliance: Not applicable [Edit Status] NIH Funding: No funding has been associated with this citation. Add award

## **Create Publications for Reporting**

S NCBI Resources 🕑 How To 🖂 shoptaw2@era commons My NCBI Sign Out My NCBI — My Bibliography eRA ↔ See all collections | My Bibliography help Save My Bibliography to a text file (MEDLINE format) This bibliography is private (make it public) Edit settings for My Bibliography Display Settings: 🖂 Award view, Sort by public access compliance, group by citation type PDF report Assign Awards Select: All, None 0 items selected Move Delete Copy View Download as text Add citation Shoptaw S, Reback CJ, Larkins S, Wang PC, Rotheram-Fuller E, Dang J, 1: 🖂 Yang X. Outcomes using two tailored behavioral treatments for substance Filter citations by: abuse in urban gay and bisexual men. J Subst Abuse Treat. 2008 Oct;35 Publication date: (3):285-93. doi: 10.1016/j.jsat.2007.11.004. Epub 2008 Mar 7. PubMed PMID: 18329226 YYYY MM MM to (?) NIH Public Access Compliance: Edit Status Awards: Funding: No funding has been associated with this citation. Add award No award selected 2: King WD, Minor P, Ramirez Kitchen C, Oré LE, Shopt By using My NCBI, papers can be associated GD, Rust G. Racial, gender and geographic disparitie treatment among US Medicaid enrolees in 1998. J Ep electronically using the RPPR, or included in Health. 2008 Sep;62(9):798-803. doi: 10.1136/jech.20

PMID: 18701730.

PDF report.

the PHS 2590 using the My NCBI generated

Program Director/Principal Investigator (Last, First, Middle):

#### Publications Reported for this Reporting Period

NIH Public Access Compliance	Citation
Complete	King WD, Larkins S, Hucks-Ortiz C, Wang PC, Gorbach PM, Veniegas R, Shoptaw S. Factors associated with HIV viral load in a respondent driven sample in Los Angeles. AIDS Behav. 2009 Feb;13(1):145-53. PubMed PMID: 18064555; PubMed Central PMCID: PMC2649661.
Complete	De La Garza R, Shoptaw S, Newton TF. Evaluation of the cardiovascular and subjective effects of rivastigmine in combination with methamphetamine in methamphetamine-dependent human volunteers. Int J Neuropsychopharmacol. 2008 Sep;11(6):729-41. PubMed PMID: 18248689; PubMed Central PMCID: PMC2581751.
Complete	Ober A, Shoptaw S, Wang PC, Gorbach P, Weiss RE. Factors associated with event-level stimulant use during sex in a sample of older, low-income men who have sex with men in Los Angeles. Drug Alcohol Depend. 2009 Jun 1;102(1-3):123-9. PubMed PMID: 19327917; PubMed Central PMCID: PMC2751657.

Sample of My NCBI Generated Publications List

## Where to Find More Info?

#### About the Public Access Policy:

- <u>http://publicaccess.nih.gov/</u>
- NIH Guide Notice for Public Access (January 2008): http://grants.nih.gov/grants/guide/noticefiles/NOT-OD-08-033.html
- New Guide Notice for Grantee Compliance (September 2008): <u>http://grants.nih.gov/grants/guide/notice-</u> <u>files/NOT-OD-08-119.html</u>
- Questions: <u>PublicAccess@NIH.GOV</u>

#### The NIH Manuscript Submission System

- <u>http://www.nihms.nih.gov/</u>
- Tutorials: <u>http://www.nihms.nih.gov/web-help/</u>

#### PubMed Central:

- <u>http://www.pubmedcentral.nih.gov/</u>
- PMC Demo: <u>http://www.ncbi.nlm.nih.gov/Education/pmc/</u>
- Information for Publishers: <u>http://www.pubmedcentral.nih.gov/about/pubinfo.</u> <u>html</u>

This presentation and related resources can be found on the CHIPTS website at <u>chipts.ucla.edu/pmcid</u>



Isabelle Chu ichu@mednet.ucla.edu 310-794-0619 x240