

## NIH PUBLIC ACCESS POLICY

- Policy applies ONLY to manuscripts accepted on or after April 7, 2008; mandate does not apply to earlier publications
- Policy currently applies ONLY to manuscripts generated (all or in part) from NIH direct funding, not other federal sources
- Manuscripts should be submitted for Public Access upon ACCEPTANCE, not publication
- Most common current type of submission is the final peer reviewed accepted manuscript version; NOT the actual publication.
- After May 25, 2008, the PubMed Central IDs MUST be included in the reference lists of all progress reports or new grant submissions to NIH. This applies to only references generated by your own grants.

## HOW TO COMPLY

1. If the journal which is publishing your paper is listed here:


[http://publicaccess.nih.gov/submit\\_process\\_journals.htm](http://publicaccess.nih.gov/submit_process_journals.htm)

you do not need to submit to PubMed Central yourself; the journal will do it for you.

**Skip to item #4.** Check this site frequently for updates.

2. If not listed, go here:

<http://www.sherpa.ac.uk/romeo.php>

Type in the journal name. Look to see whether there is a green  before “NIH compliant”. If so, this means that the journal allows submission to PubMed Central; however, you still need to submit it yourself. **Skip to #4**

If the journal is NOT NIH compliant, proceed to #3.

3. If the journal is NOT NIH compliant, you will need to submit an addendum to the publisher when you sign the copyright transfer agreement. Sign the original publisher agreement with the notation “subject to the attached addendum” above your signature.

The addendum generated by the JHU General Counsel’s office can be found here:

<http://openaccess.jhmi.edu/ADDENDUM1.pdf>

A cover letter is also available.

<http://openaccess.jhmi.edu/JournalNotificationLetterPSR%204-24-08.pdf>

The University also urges you to use an addendum that requests a broader retention of rights, but this issue is not directly relevant to the Public Access Policy. A sample of this addendum is available here:

<http://openaccess.jhmi.edu/AddendumToPublicationAgreement.pdf>

**Proceed to #4.**

4. To submit your manuscript you will need the following:

- a. PIs name
- b. Grant number
- c. Grant title
- d. All the files for the manuscript if they were submitted separately.
- e. Your eraCommons username (which is your JHED ID) and password

You also need to know the embargo period of the journal. You find this out by going to the journal website. Embargo information may be found with “self archiving” policies on the journal’s website. If you cannot find an embargo period listed, choose 12 months.

Then go to: <http://www.nihms.nih.gov/>

Click on eraCommons

You will be directed to enter your eraCommons account information. Login.

Click on Submit New Manuscript

Enter journal name and manuscript title (can cut and paste)

Proceed to Grant information (You can search for grant by number/name if you are submitting for someone else)

Check relevant grant box. If there are multiple years listed, select any one.

Proceed to upload files. Although it seems like you need to upload figures and tables separately using the TYPE pull-down, you do not; you can upload all in one file.

Follow the remaining instructions to approve.

5. When you are ready to submit a progress report, grant, or contract, get the PubMedCentral ID (PMCID) from one of the following places:

In PubMed on the lower RIGHT side of the abstract (NOTE: the number you need is NOT the PMID number on the left side)

1: [BMJ](#). 2007 Jul 28;335(7612):188. Epub 2007 Jun 1.

Comment in:

[BMJ. 2007 Jul 28;335\(7612\):165-6.](#)

**Limitations of rapid HIV-1 tests during screening for trials in Uganda: diagnostic test accuracy study.**

[Gray RH](#), [Makumbi F](#), [Serwadda D](#), [Lutalo T](#), [Nalugoda F](#), [Opendi P](#), [Kigozi G](#), [Reynolds SJ](#), [Sewankambo NK](#), [Wawer MJ](#).

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OBJECTIVE: To evaluate the limitations of rapid tests for HIV-1. DESIGN: Diagnostic test accuracy study. SETTING: Rural Rakai, Uganda. PARTICIPANTS: 1517 males aged 15-49 screened for trials of circumcision for HIV prevention. MAIN OUTCOME MEASURES: Sensitivity, specificity, negative predictive values, and positive predictive values of an algorithm using three rapid tests for HIV, compared with the results of enzyme immunoassay and western blotting as the optimal methods. RESULTS: Rapid test results were evaluated by enzyme immunoassay and western blotting. Sensitivity was 97.7%. Among 639 samples where the strength of positive bands was coded if the sample showed positivity for HIV, the algorithm had low specificity (94.1%) and a low positive predictive value (74.0%). Exclusion of 37 samples (5.8%) with a weak positive band improved the specificity (99.6%) and positive predictive value (97.7%). CONCLUSION: Weak positive bands on rapid tests for HIV should be confirmed by enzyme immunoassay and western blotting before disclosing the diagnosis. Programmes using rapid tests routinely should use standard serological assays for quality control. Trial registration Clinical Trials NCT00425984.

PMID: 17545184 [PubMed - indexed for MEDLINE]

PMCID: PMC1934458

FIND IT 

If the PMCID is not available and you submitted the manuscript, use the *manuscript number* provided when you made the submission.

If you submitted an article to a PMC journal listed in Step 1 and the PMCID is not yet available, include the phrase ““PMC Journal - In Process” to indicate compliance.

**6.** Include the PMCID numbers in your reference lists. This would include general references in your biosketch, reference lists at end of grant text, and other sections where you might list publications generated to date, such as in a progress report or preliminary results section. The format for the reference would be as follows:

Gray RH, Makumbi F, Serwadda D, Lutalo T, Nalugoda F, Opendi P, Kigozi G, Reynolds SJ, Sewankambo NK, Wawer MJ., Limitations of rapid HIV-1 tests during screening for trials in Uganda: diagnostic test accuracy study.. *BMJ*. 2007 Jul 28; 335(7612):188. PMCID: PMC1934458

There is an Endnote output style and import filter to accommodate PMCID numbers at <http://www.library.wisc.edu/scp/nih/faq.html#endnote>

Need more help? Try

**Frequently asked questions:**

<http://publicaccess.nih.gov/FAQ.htm>

**Step-by-step help online:**

[www.ncbi.nlm.nih.gov/books/bv.fcgi?rid=helpnihms.chapter.users](http://www.ncbi.nlm.nih.gov/books/bv.fcgi?rid=helpnihms.chapter.users)

**Tutorial:**

[www.nihms.nih.gov/web-help/index.html](http://www.nihms.nih.gov/web-help/index.html)