**Update: NIH Public Access Policy Implementation**

Investigators funded by the NIH must submit or have submitted for them to the National Library of Medicine’s PubMed Central an electronic version of their final, peer-reviewed manuscripts upon acceptance for publication, to be made publicly available no later than 12 months after the official date of publication. Provided, That the NIH shall implement the public access policy in a manner consistent with copyright law. (NIH Public Access Policy).

Per NIH Notice Number NOT-OD-09-136 dated August 12, 2009, Clarification on the Use of an NIHMSID to Indicate Compliance with the NIH Public Access Policy, award recipients are reminded that compliance with the NIH Public Access Policy is an institutional responsibility. Failure to provide evidence of compliance with the NIH Public Access Policy in an application, proposal or report is a violation of the terms and conditions of the NIH award.

NIH awardees are responsible for ensuring that all steps of the NIH Manuscript Submission (NIHMS) process are completed within three months of publication—regardless of which method is used for submission of the publication to PMC. It is also important to note that given the periodicity of the journal, the actual time for completion can be less than 3 months. The timeline is available in Notice NOT-OD-09-136.

For all submission methods, the files are converted to a standard PMC format, and then reviewed by the journal (Method A) or author (Methods B, C, and D) to confirm that the converted final peer-reviewed manuscript is faithful to the original. The NIHMS transfers the final peer-reviewed manuscript to PMC when it is ready to be made available publicly. Once the publication has been successfully submitted and approved for publication in PMC, an identification number is assigned and the citation is published in PubMed known as the PMCID.

Notice NOT-OD-09-136 also noted that many awardees were using temporary NIH Manuscript Submission ID (NIHMSID) reference numbers long after permanent PMCID were assigned, to indicate compliance with the NIH Public Access Policy, which is clearly an improper use of the NIHMSID. Effective August 21, 2009, an NIHMSID may be used to indicate compliance with the NIH Public Access Policy for up to a three-month period after the paper has been published. After that period, a PMCID must be provided to indicate compliance with the NIH Public Access Policy. If an applicable paper is in press, or was published less than three months before the submission (date) of an application, proposal or report, a PMCID or an NIHMSID must be included at the end of the full citation. However, if an applicable paper was published three or more months in advance of the NIH application, proposal or report is submitted, a PMCID reference number at the end of the full citation for the paper must be included, as the NIHMSID would not be acceptable in this case.

Please contact your GCA Team with any questions.