

## **ETHICAL GUIDELINES**

**Based on Uniform Requirements for Manuscripts Submitted to Biomedical Journals; International Committee of Medical Journal Editors [www.ICMJE.org](http://www.ICMJE.org)**

### **Authorship**

An author is a physical person, whose creative activity has resulted in a work. The authorship of a work, created by two or more persons, is owned by them, irrespective of the fact that the work constitutes one whole or is comprised of independent parts, and the creators are considered co-authors.

Authorship constitutes the basis for evaluation of responsibility and credit for intellectual work. Authorship is important for the reputation, academic promotion, and granting support to the individuals involved, as well as for the strength and reputation of their institution. Authorship practices should reflect actual contribution to the creation of a final product.

Authorship credit is granted if the author has made a considerable contribution to conception and design, data collection, or analysis and interpretation of information, important contents has been found after critical revision and it has been finally approved for publication.

The final version of the manuscript should be approved by all co-authors, and their consent to submission for publication is to be stated by completing the SUBMISSION FORM.

All contributors who do not meet authorship criteria should be mentioned in an acknowledgments section, for example persons who have provided technical or writing assistance by collecting data, or a unit's chairperson who has solely been generally supportive. Acknowledgment(s) for financial and material support should also be included.

### **Editorship**

The editor-in-chief of Journal of Biomedical & Clinical Research has full authority over the contents of the journal and the timing of publication of that contents. The concept of editorial freedom should be resolutely defended by editors.

An independent editorial advisory board helps the editor establish and maintain editorial policy. The validation of the work in question and its importance to researchers and readers must always drive the editor's decisions. The editor is guided by the policies of the journal's editorial board and constrained by such legal requirements as shall then be in force regarding libel, copyright infringement and plagiarism. The editor may confer with the members of editorial board or reviewers in making this decision.

### **Peer Review**

Journal of Biomedical & Clinical Research aims at publishing quality research while maintaining rigorous peer review process. Manuscripts that meet quality and technical requirements of the journal will be peer-reviewed by two or more experts in the relevant fields, and a statement will be sent authors in about two months. They will be notified by e-mail, if the review process take more time. Manuscripts with noteworthy results will be reviewed and published at the highest priority. Possible decisions regarding a manuscript are acceptance, acceptance after minor revision, acceptance after major revision or rejection. If minor revision is necessary, authors should send back their revised version as soon as possible but not later than 15 days. If major revision is required, authors are expected to return a corrected manuscript within 30 days.

## **Conflicts of Interest**

All authors should disclose any financial or other significant conflict of interest that might affect the results or interpretation of their manuscript. They can provide additional details, if necessary, in a separate attachment, accompanying the manuscript. All sources of financial support for the project should be disclosed. Potential conflicts of interest which should be disclosed include employment, consultancies, stock ownership, honoraria, patent applications/registrations, and grants or other funding. Potential conflicts of interest should be disclosed at the earliest stage possible.

Editors are expected to avoid selecting peer reviewers should there be doubts about potential conflicts of interest. Reviewers should inform the editors about any conflicts of interest that could bias their evaluation of the manuscript, and they should refuse to review a manuscripts in case of potential bias.

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Authors' confidentiality should be protected during the process of reviewing a manuscript. By submitting a manuscripts for review, authors entrust editors with results of their scientific research and creative effort. Breaking confidentiality while reviewing is in process may violate the author's rights and might be unfavourable to their reputation and career. Reviewers' confidentiality should be also respected by the editor. Confidentiality must be honored except in cases of alleged dishonesty or fraud.

Editors should not share information about manuscripts regarding receipt, content, status in the reviewing process, criticism by reviewers, or final decisions on publishing, with anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher, as appropriate, including requests for using the materials in legal proceedings.

Reviewers should also be notified of the editor's decision on acceptance or rejection of a manuscript.

## **Protection of Human Subjects and Animals in Research**

When reporting experiments on humans, authors are expected to indicate whether the procedures followed were in accordance with ethical standards of institutional and national committees responsible for human experimentation and in accordance with the Helsinki Declaration of 1975, as revised in 2008. If doubt exists whether the research was carried out in accordance with the Helsinki Declaration, authors should provide explanations about the rationale for their approach and demonstrate explicit approval by the institutional review body of doubtful aspects of the study. In reports on experiments on animals, authors should indicate compliance with institutional and national guide for care and use of laboratory animals.

## **Duplicate publication**

Manuscripts submitted for publication in Journal of Biomedical & Clinical Research must not have been published or submitted for publication elsewhere. Authors who have submitted manuscripts for consideration or in press elsewhere should explicitly present any relevant current information in a cover letter to the attention of the editor. If part of a contribution submitted to Journal of Biomedical & Clinical Research has appeared or is expected to appear elsewhere, the details must be specified by the author in a cover letter.

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Plagiarism implies using language and ideas of another author or their close imitation and presenting them as one's own original work. Duplicate publication, sometimes called self-plagiarism, occurs when an author uses substantial parts of his or her own published work without appropriate referencing. This includes submitting a paper published in other journals, to which authors have added small amounts of new data or a previously published paper.

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