

Guidance on Publication of Research Results

Background

The Veterans Health Administration expects its contributions to medical and scientific research to receive due credit and places the burden of that responsibility on its research investigators. The purpose of this guidance is to ensure that the presentation or publication of research results satisfactorily acknowledges VA support and affiliation, protects the privacy of patients, assures that the welfare of human and animal subjects was protected, and that the appropriate institutional review board approval was obtained for all research involving human subjects. (VHA Handbook 1200.19)

This policy applies to all research results where either direct or indirect support of the research emanated from the VA, either in the form of research funding, resources (e.g., facilities or patients), or as a result of the investigator's full-time, part-time, or without compensation (WOC) appointment.

This policy extends to all forms of research results including publications, presentations, media interviews, and other professional activities.

Investigator Responsibilities Regarding Research Publications

1. **Acknowledge VA support and/or employment** in all presentations or publication of research results by including the following (or equivalent) statements:
 - (a) "This material is based upon work supported (or supported in part) by the Office of Research and Development (add as applicable Medical Research Service, Rehabilitation R&D Service, Health Services R&D Service, or Cooperative Studies Program), Department of Veterans Affairs."
 - (b) If VA provided no direct research funding, but the research involved the use of other VA resources, e.g., facilities or patients, publication or presentations must contain a similar acknowledgement. For example, "This material is the result of work supported with resources and the use of facilities at the (name and location of VA medical center)."
2. Authors must **acknowledge their employment using the following format**: "VA Title, VA Service, Department of Veterans Affairs Medical Center, [City], [State]." When the author also holds a faculty appointment, the academic title and school also may be acknowledged. When the Principal Investigator has a 5/8th or more VA appointment, VA must be named first, regardless of whether the VA was the primary source of funding or where the funds were administered.

3. Authors must **submit a final draft of all manuscripts, books, and book chapters that report research results to the VAPHS Research Office prior to submission** to peer-reviewed journals. Each manuscript is to be submitted via e-mail, in a separate message as follows:
 - Address to Nicholas Squeglia at Nicholas.Squeglia@va.gov
 - In the e-mail “Subject” line, enter the last name of the Principal Investigator followed by /Presubmission Research Office Manuscript Review. For example: Smith/Presubmission Research Office Manuscript Review. Please complete and attach the “Publication Cover Sheet”. This cover sheet may be found on the research website under the Forms tab
http://www.vaphs.research.med.va.gov/pages/general_information/forms.htm
 - Manuscripts may be submitted following Research Office review when given the direction to do so.
4. Authors may submit abstracts and presentations to the research office immediately after they have been submitted to the meeting. However, it is the preference of the research office to have abstracts and presentations submitted for review prior to submission to the meeting.
5. For those manuscripts accepted for publication, authors must **inform the Research Office** at least 8 weeks **prior** to the expected publication and submit a copy of the final version of the accepted manuscript. Once accepted, the manuscript and the “Accepted Manuscript Cover Sheet” must be submitted by e-mail to Nicholas.squeglia@va.gov. Redacted version of manuscripts will not be accepted. The Research Office will respect the embargo dates for all journals and will not disseminate the notification beyond the Research and Development Committee until the embargo period has passed.

Please note that the Research Compliance Office will conduct an annual quality assurance audit of publications for compliance with this guidance.

If you have any questions, contact the Research and Education Compliance office via **VHAPTHResearchCompliance@va.gov**.