

OUR CORE PRACTICES

C O P E

Core practices are the policies and practices journals and publishers need to reach the highest standards in publication ethics. We include cases with advice, guidance for day-to-day practice, education modules and events on topical issues, to support journals and publishers fulfil their policies.

1. ALLEGATIONS OF MISCONDUCT

Journals should have a clearly described process for handling allegations, however they are brought to the journal's or publisher's attention. Journals must take seriously allegations of misconduct pre-publication and post-publication. Policies should include how to handle allegations from whistleblowers.

FIND OUT MORE: publicationethics.org/misconduct

3. COMPLAINTS AND APPEALS

Journals should have a clearly described process for handling complaints against the journal, its staff, editorial board or publisher.

FIND OUT MORE: publicationethics.org/appeals

5. DATA AND REPRODUCIBILITY

Journals should include policies on data availability and encourage the use of reporting guidelines and registration of clinical trials and other study designs according to standard practice in their discipline.

FIND OUT MORE: publicationethics.org/data

7. INTELLECTUAL PROPERTY

All policies on intellectual property, including copyright and publishing licenses, should be clearly described. In addition, any costs associated with publishing should be obvious to authors and readers. Policies should be clear on what counts as prepublication that will preclude consideration. What constitutes plagiarism and redundant/overlapping publication should be specified.

FIND OUT MORE: publicationethics.org/intellectualproperty

9. PEER REVIEW PROCESSES

All peer review processes must be transparently described and well managed. Journals should provide training for editors and reviewers and have policies on diverse aspects of peer review, especially with respect to adoption of appropriate models of review and processes for handling conflicts of interest, appeals and disputes that may arise in peer review.

FIND OUT MORE: publicationethics.org/peerreview

2. AUTHORSHIP AND CONTRIBUTORSHIP

Clear policies (that allow for transparency around who contributed to the work and in what capacity) should be in place for requirements for authorship and contributorship as well as processes for managing potential disputes.

FIND OUT MORE: publicationethics.org/authorship

4. CONFLICTS OF INTEREST/COMPETING INTERESTS

There must be clear definitions of conflicts of interest and processes for handling conflicts of interest of authors, reviewers, editors, journals and publishers, whether identified before or after publication.

FIND OUT MORE: publicationethics.org/competinginterests

6. ETHICAL OVERSIGHT

Ethical oversight should include, but is not limited to, policies on consent to publication, publication on vulnerable populations, ethical conduct of research using animals, ethical conduct of research using human subjects, handling confidential data and of business/marketing practices.

FIND OUT MORE: publicationethics.org/oversight

8. JOURNAL MANAGEMENT

A well-described and implemented infrastructure is essential, including the business model, policies, processes and software for efficient running of an editorially independent journal, as well as the efficient management and training of editorial boards and editorial and publishing staff.

FIND OUT MORE: publicationethics.org/management

10. POST-PUBLICATION DISCUSSIONS AND CORRECTIONS

Journals must allow debate post publication either on their site, through letters to the editor, or on an external moderated site, such as PubMed Commons or PubPeer. They must have mechanisms for correcting, revising or retracting articles after publication.

FIND OUT MORE: publicationethics.org/postpublication