NIH Public Access Policy
Locating and Citing the PMCID, NIHMSID, and “PMC Journal - In Process”

The PMCID

The PubMed Central reference number (PMCID) is a unique number assigned to a work that is posted to PubMed Central (PMC), a free digital archive of biomedical and life sciences journal literature at the U.S. National Institutes of Health (NIH) developed and managed by NIH’s National Center for Biotechnology Information (NCBI) in the National Library of Medicine (NLM). All works applicable under the NIH Public Access Policy are posted to PubMed Central.

A PMCID is required for demonstration of compliance with the NIH Public Access Policy for applicable works, three months post-publication and beyond, noted in NIH applications, proposals and progress reports. See Clarification on the Use of an NIHMSID to Indicate Compliance with the NIH Public Access Policy on how to calculate the three months post publication date and Reminder Concerning Grantee Compliance with Public Access Policy and Related NIH Monitoring Activities on where to note the PMCID in applications, proposals and progress reports.

Where to Locate the PMCID

PubMed

PubMed comprises more than 26 million citations for biomedical literature from MEDLINE, life science journals, and online books. PubMed also indexes works posted to PubMed Central. Citation records in PubMed have a unique identifier number called the PMID.

PubMed includes both the PMID and the PMCID (for applicable works) in the citation record. NIH-funded authors should use the PMCID, not the PMID, to demonstrate compliance with the NIH Public Access Policy.

As follows is a PubMed record using the “Summary” display for display of citation records from a search in the PubMed database. Note that this display notes the PMID, not the PMCID.
Some citations on the PubMed search results page display “Free PMC Article.” This is one way of determining if a work has a PMCID. However, works in PubMed Central under an embargo period will not display the “Free PMC Article” note.

To find the PMCID for a work, select the title of the work in the citation. If a work has a PMCID, it will be located under the citation/abstract on the lower right side. If a work is under embargo in PubMed Central, the embargo period information is noted next to the PMCID.

When a work is under embargo, this means that while the work is in PubMed Central, the full text of the work is hidden from public viewing until the end of the embargo period. The NIH Public Access Policy specifies that the embargo period must be 12 months or less from the date of publication.
My Bibliography

eRA Commons has partnered with the National Center for Biotechnology Information (NCBI) in providing a personal online tool, My NCBI, a portal that retains user information and database preferences to provide customized services for many NCBI databases and tools such as PubMed, genomic tools, registries and others. My NCBI includes a tool, “My Bibliography,” that allows NIH-funded authors to manage a list of all of their authored works such as journal articles, manuscripts accepted for publication, books and book chapters, meeting abstracts, conference papers, presentations, seminars, patents, and other research products.

The partnership between eRA Commons and NCBI allows authors to benefit from My Bibliography’s ability to populate citation data from PubMed, PubMed Central, and the NIH Manuscript Submission system (NIHMS) to facilitate management of publication compliance with the NIH Public Access Policy.

My Bibliography allows users to:

- associate NIH awards with their publications
- determine whether their publications are compliant with the NIH Policy
- assign delegates to manage their bibliography
- generate reports for reporting purposes

Confirm that the My Bibliography Settings are set to Award under the View option.

Citations entered and stored in My Bibliography will display the PMCID for applicable works when available.

PMCID – PMID – Manuscript ID – DOI Converter Tool

Another resource to use to locate the PMCID is the Converter Tool. This allows for entering of a PMID, the NIHMSID or the DOI to find PMCIDs.
Caveat:
Not all works applicable under the NIH Public Access Policy are published in journals indexed in MEDLINE. All works posted to PubMed Central will have a record in the PubMed database regardless of MEDLINE journal indexing status. However, these works will not have a record in PubMed or a PMID until after they are posted to PubMed Central. These records will be brief records only.

Using the My Bibliography Tool in My NCBI and Linking Your eRA Commons Account
Managing Compliance to the NIH Public Access Policy
Becker Library: My Bibliography

PubMed Central
PubMed Central (PMC) is a free digital archive of biomedical and life sciences journal literature at the U.S. National Institutes of Health (NIH) developed and managed by NIH's National Center for Biotechnology Information (NCBI) in the National Library of Medicine (NLM).

Works posted to PubMed Central have a unique number called the PubMed Central reference number, PMCID. To find the PMCID for a work, perform a search in PubMed Central.

The PMCID is noted on the search results page under each citation.

NIHMSID
The National Institutes of Health Manuscript Submission system reference number (NIHMSID) is a unique number assigned to a work that is submitted to the National Institutes of Health Manuscript Submission system (NIHMS) in preparation for posting to PubMed Central (PMC). This is used for works published in Submission Methods C and D journals and is a temporary means of documentation of compliance with the NIH Public Access Policy until a PMCID is assigned. See Submission Methods and How to Demonstrate Compliance chart for more information.

The NIHMSID can be used for documentation of compliance with the NIH Public Access Policy in NIH applications, proposals and progress reports up until three months post-publication of the work. See Reminder Concerning Grantee Compliance with Public Access Policy and Related NIH Monitoring Activities and Clarification on the Use of an NIHMSID to Indicate Compliance with the NIH Public Access Policy for more information on the NIHMS ID and how to calculate the three months post-publication date.
Where to Locate the NIHMS ID

My Bibliography

Confirm that the Settings are set to Award under the View option.

Citations entered and stored in My Bibliography will display the NIHMSID for applicable works when available.

See My NCBI: Managing Compliance with the NIH Public Access Policy Using My Bibliography for more information.

PMCID – PMID – Manuscript ID – DOI Converter Tool

Another resource to use to locate the NIHMSID is the Converter Tool. This allows for entering of a PMID or the DOI to find NIHMSIDs.

National Institutes of Health Manuscript Submission system (NIHMS)

The National Institutes of Health Manuscript Submission system (NIHMS) has a search tool that allows for searching of a NIHMSID using the PMID of a work.

Another option is to contact the NIHMS Help Desk. Include full citation information when completing the online form. If there is no record of a submission or an NIHMSID, it will be necessary to follow up with the authors of the work if Submission Method C, or with the publisher, if Submission Method D.

Caveats:

The NIHMSID will not appear in NIHMS or the Converter Tool until an author has self-submitted the work to NIHMS for Submission Method C, or when an author to a work for a third party submission via Submission Method C, or a Submission Method D, has completed the first approval step, “Approve PDF Receipt,” as part of the review process for obtaining a PMCID. See Submission Methods and How to Demonstrate Compliance chart for more information.
If an author has not completed an approval step after multiple reminders from NIHMS, a NIHMSID may be tagged as invalid. Authors will need complete the necessary approval steps to reactivate the NIHMSID.

**“PMC Journal – In Process”**

“PMC Journal – In Process” is used for final published articles via Submission Methods A and B that are being processed by PubMed Central. “PMC Journal – In Process” is a temporary means of documentation of compliance with the NIH Public Access Policy until a PMCID is assigned. It is intended to be used only in cases where an awardee needs to cite a work soon after its acceptance by a journal, when there is not enough time to complete every step of the submission process.

“PMC Journal – In Process” may not be used for articles published in Submission Methods C or D journals.

**Where to Locate “PMC Journal – In Process”**

**My Bibliography**

Citations entered and stored in My Bibliography will display “PMC Journal – In Process” for applicable works.

- NIH Funding:

If a work published from a Submission Method A journal does not have a PMCID three months post-publication, contact NIH via PublicAccess@nih.gov. Include full citation information.

If a work from a Submission Method B journal does not have a PMCID three months post-publication, contact the publisher. Include full citation information.

**Citing the PMCID, NIHMS ID or “PMC Journal – In Process”**

Documentation of compliance with the NIH Public Access Policy is demonstrated by using one of the following depending on the Submission Method followed by the journal.

See Include PMCID in Citations for more information and examples.

Questions?

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