

PUBLICATION ETHICS AND MALPRACTICE STATEMENT

The Begell House Publication Ethics and Malpractice Statement is based on the [guidelines developed by the Committee on Publications Ethics \(COPE\)](#).

It is the intent of Begell House to publish original research articles of the highest quality using fair and ethical procedures in screening and peer-reviewing submitted manuscripts.

ETHICAL GUIDELINES FOR AUTHORS

REPORTING STANDARDS

Authors of reports of original research should present an accurate account of the work performed as well as an objective discussion of its significance. Underlying data should be represented accurately in the paper. A paper should contain sufficient detail and references to permit others to replicate the work. Fraudulent or knowingly inaccurate statements constitute unethical behavior and are unacceptable.

DATA ACCESS AND RETENTION

Authors are asked to provide the raw data in connection with a paper for editorial review, and should be prepared to provide public access to such data (consistent with the ALPSP-STM Statement on Data and Databases), if practicable, and should in any event be prepared to retain such data for a reasonable time after publication.

ORIGINALITY AND PLAGIARISM

The authors should ensure that they have written entirely original works, and if the authors have used the work and/or words of others that this has been appropriately cited or quoted. Begell House uses plagiarism detection software to help ensure authors' contributions are original. Editors will review plagiarism reports and may request additional revisions based on the results. In excessive cases, editors may reject manuscripts solely on the basis of the results.

MULTIPLE, REDUNDANT OR CONCURRENT PUBLICATION

An author should not in general publish manuscripts describing essentially the same research in more than one journal or primary publication. Submitting the same manuscript to more than one journal concurrently constitutes unethical publishing behavior. Authors are required to affirm that their manuscript has not been concurrently submitted elsewhere during the initial submission process.

An author who is discovered to have concurrently submitted a manuscript to more than one publication will be made aware of the duplicate submission and will automatically have their manuscript rejected. The editor(s) of all other affected publications will also be notified. After review, additional steps may be taken, including preventing the author from submitting future manuscripts to Begell House and notifying the author's institution of the concurrent submissions.

ACKNOWLEDGMENT OF SOURCES

Proper acknowledgment of the work of others must always be given. Authors should cite publications that have been influential in determining the nature of the reported work.

INTELLECTUAL PROPERTY

Authors should acknowledge the source(s) of any figures, photos or tables included in their manuscript that have been previously published or are not the authors' original works. Begell House requires authors to assert the originality of their manuscripts, including figures and tables, and to acquire explicit permission from the copyright holder of any reproduced material.

AUTHORSHIP OF THE PAPER

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as co-authors. Where there are others who have participated in certain substantive aspects of the research project, they should be acknowledged or listed as contributors. The corresponding author should ensure that all appropriate co-authors and no inappropriate co-authors are included on the paper, and that all co-authors have seen and approved the final version of the paper and have agreed to its submission for publication. The corresponding author is required to affirm that all authors have contributed to, read, and approved the submission of the manuscript in its current form at the time of submission.

DISCLOSURE AND CONFLICTS OF INTEREST

All authors should disclose in their manuscript any financial or other substantive conflict of interest that might be construed to influence the results or interpretation of their manuscript. All sources of financial support for the project should be disclosed, as well as any other potential conflicts.

CONFLICT AND BIAS PREVENTION WITHIN PEER REVIEW

When authors suggest reviewers, the suggestions are vetted by the editor or associate editor handling the article to ensure the author and the reviewer are not from the same institution, laboratory or have any other potential connections. The authors' information is also closely reviewed so that any potential manipulation can be identified early (for example: an author listing an affiliation that does not match their institutional email address).

If authors suggest anyone who they may know or with whom they have connections, or who is from the same institution, that reviewer will be disqualified from the review. If there is any potential bias based on the topic of the manuscript, it will be assigned to reviewers in different research areas.

When a person is invited to review an article, the editor requests that they disclose any potential conflicts or bias. When conflicts of interest do arise, or when a conflict is not disclosed but later becomes apparent, Begell House follows the [COPE flowchart guidelines for undisclosed conflict of interest in a submitted manuscript](#).

If any fraudulent peer review practices are discovered to have taken place, or if the authorship of the paper has been manipulated to either conceal the author's real affiliation or be otherwise dishonest, the paper will no longer be considered for publication and the authors are notified of this decision, with full explanation as to the reason.

If an author believes that bias or conflict of interest has influenced the decision on their manuscript, they can communicate with the journal's editor-in-chief or editorial office to address their concerns and provide additional information. The journal's reviews and reviewers are monitored regularly to ensure ethical standards and guidelines are strictly adhered to.

HAZARDS AND HUMAN OR ANIMAL SUBJECTS

If the work involves chemicals, procedures or equipment that have any unusual hazards inherent in their use, the authors must clearly identify these in the manuscript. If the work involves the use of animals or human participants, the authors should ensure that all procedures were performed in compliance with relevant laws and institutional guidelines and that the appropriate institutional committee(s) has approved them; the manuscript should contain a statement to this effect. Authors should also include a statement in the manuscript that informed consent was obtained for experimentation with human participants. The privacy rights of human participants must always be observed.

FUNDAMENTAL ERRORS IN PUBLISHED WORKS

When an author discovers a significant error or inaccuracy in his/her own published work, it is the author's obligation to promptly notify the journal editor or publisher and cooperate with the editor to retract or correct the paper. Journals will publish retraction notices and errata in cases where such corrections are deemed justified by the editors.

COMPLAINTS AND APPEALS

Editors make the final decision about the acceptance or rejection of any manuscript. If an author wishes to appeal such a decision, they may contact the editor of the journal directly. Complaints about coauthors, reviewers or editorial board members should be directed to the editor-in-chief.

ETHICAL GUIDELINES FOR REVIEWERS

CONTRIBUTION TO EDITORIAL DECISIONS

Peer review assists the editor in making editorial decisions and through the editorial communications with the author may also assist the author in improving the paper.

PROMPTNESS

Any selected referee who feels unqualified to review the research reported in a manuscript or knows that its prompt review will be impossible should notify the editor and excuse himself from the review process.

CONFIDENTIALITY

Any manuscripts received for review must be treated as confidential documents. They must not be shown to or discussed with others except as authorized by the editor.

STANDARDS OF OBJECTIVITY

Reviews should be conducted objectively. Personal criticism of the author is inappropriate. Referees should express their views clearly with supporting arguments.

ACKNOWLEDGEMENT OF SOURCES

Reviewers should identify relevant published work that has not been cited by the authors. Any statement that an observation, derivation, or argument had been previously reported should be accompanied by the relevant citation. A reviewer should also call to the editor's attention any substantial similarity or overlap between the manuscript under consideration and any other published paper of which they have personal knowledge.

DISCLOSURE AND CONFLICT OF INTEREST

Privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage. Reviewers should not consider manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions connected to the papers.

Begell House strongly advises reviewers to adhere to [COPE Ethical Guidelines for Peer Reviewers](#).

ETHICAL GUIDELINES FOR EDITOR

PUBLICATION DECISIONS

The editor of the journal is responsible for deciding which of the articles submitted to the journal should be published. The editor may be 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 other editors or reviewers in making this decision.

FAIR PLAY

An editor will at any time evaluate manuscripts for intellectual content without regard to race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors.

CONFIDENTIALITY

The editor and any editorial staff must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher, as appropriate.

DISCLOSURE AND CONFLICTS OF INTEREST

Unpublished materials disclosed in a submitted manuscript must not be used in an editor's own research without the express written consent of the author.

Begell House refers editors to the [COPE Code of Conduct and Best Practice Guidelines for Journal Editors](#).

ARTICLES AUTHORED/COAUTHORED BY EDITORIAL MEMBERS

Begell House's policy regarding those who author or coauthor articles for a journal in which they are also involved in the editorial process is based on Committee on Publication Ethics (COPE) standards. Editorial board members recuse themselves from the decision-making process for articles for which they have financial or non-financial competing interests and the editor delegates the responsibility to another member of the editorial team with appropriate expertise. When an editorial board member submits an article they have coauthored, the members' articles are handled entirely by another associate editor (or special issue guest editor).

When an editorial board member submits an article, the associate editor assignment is made by the editor-in-chief to ensure that the relationship between the authors and associate editors meets ethical standards in that they have not collaborated, are at the same institution, do not have a financial interest, etc. In the case that the editor-in-chief is a coauthor on an article, that assignment is made by the senior associate editor. Further, Begell House's online system operates on a "possession" basis and the editor or associate editors cannot view documents including reviews, reviewer identity, decision letters, etc. for manuscripts to which they are not assigned as the designated associate or guest editor. Guest editors have full editorial control over their issues and the editor/regular associate editors are not involved in the decision-making process.

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In cases of alleged or proven scientific misconduct, fraudulent publication or plagiarism, the publisher, in close collaboration with the editors-in-chief, will take all appropriate measures to clarify the situation and to amend the article in question. This includes the prompt publication of an erratum or, in the most severe cases, the complete retraction of the affected work.

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