

### ETHICS POLICY

The publication of subject matter in a peer-reviewed journal is an essential component in the development of our network of knowledge and experience. Each publication is a direct reflection of the quality of work of the author(s) and their institutional support. Peer-reviewed articles embody a dedication to the scientific method and therefore, to agree upon standards of expected ethical behavior is imperative.

Ethics topics to consider when submitting a manuscript or other work:

- **Authorship:** Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. Transparency about the contributions of authors is encouraged, for example in the form of a CRediT author statement.<sup>1</sup>
- **Originality and plagiarism:** The submitting author(s) should ensure that they have written entirely original works and that the work and/or words of others, used in any way, are appropriately cited or quoted.
- **Data access and retention:** Authors may be asked to provide the raw compiled data in connection with a paper for editorial review and should be prepared to provide public access to such material.
- **Multiple or concurrent publications:** An author should not, in general, submit manuscripts describing essentially the same research in more than one journal or primary publication. *Connecticut Medicine* does not view the following uses of a work as prior publication: publication in the form of an abstract only; publication as an academic thesis. Questions about this policy should be directed to the Editor.
- **Disclosure and conflicts of interest:** All submissions must include disclosure of all relationships that could be viewed as presenting a potential conflict of interest.
- **Errors in published works:** If/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; erratum publications are at the discretion of the editors.
- **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.
- **Hazards and human or animal subjects:** Statements of compliance are required if the work involves chemicals, procedures or equipment that have any unusual hazards inherent in their use, or if it involves the use of animal or human subjects. See appropriate policies.

- **Use of patient images or case details:** Studies on patients or volunteers require editorial review and approval in addition to informed consent, which should be documented in the submission. See appropriate policies.

### CONFLICT OF INTEREST POLICY

Submissions to *Connecticut Medicine*, including (but not limited to) original work, opinion-editorial, review documents, and invited articles are assigned to editorial reviewers and editorial board members with efforts to minimize potential conflicts of interest. The following relationships between editors and authors are considered conflicts and are to be avoided:

- Current colleagues
- Recent colleagues
- Recent co-authors
- Learners for which editor(s) served as advisor or reference

After submissions are assigned, individual editors are required to inform the managing editor of any conflicts not included in the list above. In the event that none of the editors satisfy all of the conflict screens, co-editors who are least conflicted will be assigned to the submission. Additionally, co-editors who are least conflicted are assigned for all submissions by sitting editors. Submissions may also be assigned to referees to minimize conflicts of interest. After assignment, referees will inform the editor of any existing or apparent conflict.

#### Author Responsibilities

Authors submitting manuscripts must include a disclosure form to alert the editorial staff of any conflict of interest and to acknowledge all funding sources supporting the work. The corresponding author must ensure that all authors have been asked to disclose any conflicts of interest.

#### Connecticut Medicine Policy

*Connecticut Medicine* recognizes the multiplicity of financial and other conflicts confronting authors, referees, and editors. This policy aims to not only eliminate conflict, but to manage it when it exists. The most important element of our policy is that all authors, members, referees, and editors must disclose any association that poses or could be perceived as a financial or intellectual conflict of interest in connection with the manuscript. Divulging a potential conflict usually does not invalidate the research or the comments of a referee or editor; it simply provides the reader information necessary to independently assess the work. When a conflict of interest is disclosed either by the author or editor, a footnote describing the conflict will be included with the published article.

A conflict of interest includes a financial association or relationship that could influence the objectivity, integrity, or interpretation of a publication. Such conflicts of interest include relationships with corporations whose products or services

are related to the subject matter of the article. These relationships include employment, substantive ownership of stock or mutual funds,<sup>2</sup> membership on a standing advisory council or committee, service on the board of directors, or public association with the company or its products.

Other areas of conflict of interest could include receiving consulting fees, patent filings, serving as a paid spokesperson, or providing services in exchange for honoraria. Other examples of possible conflicts include past or present association as thesis advisor or thesis student, or a family relationship, such as a spouse, domestic partner, or parent-child relationship.

*Connecticut Medicine* reserves the right to publish an erratum disclosing conflict(s) of interest related to a previously published paper. Authors, referees, or editors who have deliberately or recklessly failed to disclose conflicts of interest may receive sanctions, including being banned from publishing in *Connecticut Medicine* for a period of time.

This policy applies to all material published in *Connecticut Medicine* including research articles, opinions-editorials, reviews, commentaries, and others.

## HUMAN & ANIMAL RIGHTS POLICY

Submissions to *Connecticut Medicine* inclusive of original research must comply with State and Federal regulatory bodies for the inclusion of animal and human research data. All research must have been carried out within an appropriate ethical framework. On rare occasions, if the Editor(s) have concerns about the ethical implementation of a research study, the manuscript may be rejected on ethical grounds, even if approval from an internal review committee or ethics committee has been demonstrated.

Research involving human subjects, human material, or human data must have been performed in accordance with the institution's Institutional Review Board or similar, and in alignment with the Declaration of Helsinki. *Connecticut Medicine* follows the World Health Organization definition of a clinical trial (<http://www.who.int/ictrp/en/>). Compliance with these guidelines and this policy is required at submission in order for work to be considered.

*Connecticut Medicine* is committed to the highest ethical standards in the conduct of its editorial board and by translation, anticipates similar commitment from submitting authors, inclusive of all biomedical, social, and behavioral research and submitted work. We expect the application and promotion of humane, responsible animal care and use in any submitted research or activity. All research involving animals must adhere to the Institutional Animal Care and Use Committee at the authors' institution and be in compliance with federal and state regulations governing humane care and use of lab-

oratory animals, including the United States Department of Agriculture's Animal Welfare Act. Discovery of operation outside of these parameters may result in submission rejection or erratum publication.

## INFORMED CONSENT POLICY

*Connecticut Medicine* adheres to the strictest of patient confidentiality practices. Patients have a right to privacy that shall not be infringed without prior informed consent. Identifying information will not be published in written descriptions, photographs, legends, captions, or pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) has explicitly provided written informed consent for publication. Informed consent for this purpose requires the patient be shown the manuscript to be published. Identifying details should be omitted unless absolutely essential. Essential patient data shall never be altered or falsified to attain anonymity. Though complete anonymity is difficult to achieve (eg, masking the eye region in photographs of patients is inadequate protection of anonymity), every attempt should be made. A statement addressing informed patient consent must be included as part of the manuscript under the heading 'Consent'.

Patient identifiers will never be published in *Connecticut Medicine* unless written informed consent is obtained and provided, and the content is essential for the scientific purpose and merit of the manuscript. Photographs of subjects showing any recognizable features must be accompanied by their signed release authorizing publication. Failure to obtain informed consent of patient prior to submission will result in manuscript rejection.

1. <https://www.casrai.org/credit.html>

2. International Committee of Medical Journal Editors. Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Writing and Editing for Biomedical Publication. October 2007. Available at: <http://www.icmje.org/index.html>. Accessed December 17, 2009