

Publication and Research Ethics

1. GENERAL GUIDELINES

All manuscripts published by this journal should follow the ethical guidelines specified in the *Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly work in Medical Journals* (<http://www.icmje.org/recommendations/>), which were established by the International Committee of Medical Journal Editors (ICMJE). For any issues regarding research and publication ethics not addressed in the above source, *Second Edition of Good Publication Practice Guidelines for Medical Journals* (Korean Association of Medical Journal Editors, KAMJE; https://www.kamje.or.kr/board/view?b_name=bo_publication&bo_id=7&per_page=) and *Guidelines on Good Publication* (Committee on Publication Ethics, COPE; <http://publicationethics.org/resources/guidelines>) can be applied. Further guidance on the review and publication process is contained in the Council of Science Editors (CSE) Editorial Policy Statements (<https://www.councilscienceeditors.org/resource-library/editorial-policies/>).

2. DISCLOSURE OF CONFLICTS OF INTEREST

Any financial support associated with the study, including stocks or consultation arrangements with pharmaceutical companies, should be stated at the end of the text, as well as any political pressure from special interest groups or academia-related issues, under a subheading entitled “Conflicts of interest”. If no financial support or political or academic pressures affected the study, a statement declaring that there were no conflicts of interest should be included under the aforementioned subheading.

3. STATEMENT OF INFORMED CONSENT AND INSTITUTIONAL REVIEW BOARD APPROVAL

Human studies must conform to current ethical standards and should be approved by the appropriate Institutional Review Board (IRB). A statement concerning IRB approval,

reference number, and consent procedures must appear in the Methods section. Any systematic data-gathering effort from patients or volunteers must be approved by an IRB or adhere to appropriate local/national regulations. If a study was granted an exemption from requiring ethics approval, this should also be detailed in the manuscript (including the name of the ethics committee that granted the exemption). Authors may be questioned about the details of consent forms or the consent process, if necessary. On occasion, the Editor-in-Chief may request a copy of the approved IRB application from the author(s). For all research involving human subjects, informed consent to participate in the study should be obtained from participants, and a statement to this effect should appear in the manuscript.

4. STATEMENT OF HUMAN AND ANIMAL RIGHTS

Clinical research studies involving human subjects must state that the work was done in accordance with the *Ethical Principles for Medical Research involving Human Subjects* out-lined in the Declaration of Helsinki in 1975 (last updated in 2018, see <https://www.wma.net/policies-post/wma-declaration-of-helsinki-ethical-principles-for-medical-research-involving-human-subjects/>). Clinical studies that do not satisfy the guidelines of the Declaration of Helsinki will not be considered for publication. Human subjects must not be identifiable under any circumstances, meaning that information including name, initials, hospital number, date of birth, and other protected healthcare information should not be included in any cases.

Animal research studies must state that the work was performed according to the National or Institutional Guide for the Care and Use of Laboratory Animals, and the ethical treatment of all experimental animals must conform to the guidelines provided by the Institutional Animal Care and Use Committee (IACUC). A statement concerning IRB and IACUC approval and consent procedures must appear in the Methods section.

5. AUTHORSHIP

All authors of the article should have contributed significantly according to the following four criteria: 1) substantial contributions to the concept and design, or acquisition of data, or analysis and interpretation of data; 2) drafting the work or revising it critically for important intellectual content; 3) final approval of the version to be published; and 4) agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved. All authors should meet the above four conditions. For original articles, the specific contributions of each author must be described, and this information will be published in the Author Contributions section. After the initial submission of a manuscript, any changes whatsoever in authorship (adding author(s), deleting author(s), or rearranging the order of authors) must be explained by a letter to the editor from the authors concerned. This letter must be signed by all authors of the paper. Copyright assignment must also be completed by every author.

6. ORIGINALITY, DUPLICATE PUBLICATIONS, AND EMBARGO POLICY

All submitted manuscripts should be original and may not be considered by other scientific journals for publication at the same time. Accepted papers should not be duplicated in whole or in part from any other scientific journal without permission from the Editorial Board. If duplicate publications related to the papers of this journal are detected, authors will be sanctioned by requesting their institutions to assess the facts, requesting a letter to the Editor-in-Chief acknowledging the error and voluntarily withdrawing the paper, and banning the authors from publishing in *EnM* for up to 3 years. The final sanction against the author(s) may be discussed at an Editorial Board meeting.

All content of accepted articles must be strictly confidential and may not appear in the media, either in print or electronic form, before the article's embargo date. All authors and funding institutions should conform to this policy and should not distribute the results of their work prior to the embargo date. If an embargo break is the result of any action

by an author/researcher, he/she risks the withdrawal of the accepted article. Violations of the embargo policy may also jeopardize future acceptance of manuscripts to be published in *EnM*. Generally, embargoes on journal articles lift the day and the time the article is published, either online or in print (whichever comes first), by *EnM*, the official journal of the Korean Endocrine Society.

7. PROCESS FOR MANAGING RESEARCH AND PUBLICATION MISCONDUCT

EnM is a member of Cross-Check's plagiarism detection initiative and takes all cases of publication misconduct seriously. When the journal faces suspected cases of research and publication misconduct such as redundant (duplicate) publication, plagiarism, fraudulent or fabricated data, changes in authorship, an undisclosed conflict of interest, ethical problems with a submitted manuscript, a reviewer who has appropriated an author's idea or data, complaints against editors, and so on, the resolution process will follow the flowchart provided by the Committee on Publication Ethics (<http://publicationethics.org/resources/flowcharts>). The Editorial Board discusses and makes decisions regarding any suspected cases.

8. SECONDARY PUBLICATION

It is possible to republish manuscripts if the manuscripts satisfy the conditions of secondary publication of the Uniform Requirements for Manuscripts Submitted to Biomedical Journals by the International Committee of Medical Journal Editors (ICMJE, <https://www.icmje.org>) as follows:

- The authors have received approval from the editors of both journals (the editor concerned with the secondary publication must have access to the primary version).
- The priority for the primary publication is respected by a publication interval negotiated by editors of both journals and the authors.
- The paper for secondary publication is intended for a different group of readers; an abbreviated version could be sufficient.
- The secondary version faithfully reflects the data and interpretations of the primary version.

- The secondary version informs readers, peers, and documenting agencies that the paper has been published in whole or in part elsewhere—for example, with a note that might read, “This article is based on a study first reported in the [journal title, with full reference]”—and the secondary version cites the primary reference.
- The title of the secondary publication should indicate that it is a secondary publication (complete or abridged republication or translation) of a primary publication. Of note, the United States National Library of Medicine (NLM) does not consider translations to be “republications” and does not cite or index them when the original article was published in a journal that is indexed in MEDLINE.

9. CLINICAL DATA-SHARING POLICY

EnM recommends that all submitted manuscripts that report the results of clinical trials adhere to the Data Sharing Statements for Clinical Trials: A Requirement of the International Committee of Medical Journal Editors (<https://doi.org/10.3346/jkms.2017.32.7.1051>; <http://www.icmje.org/recommendations>).

10. CLINICAL TRIALS REGISTRY

We strongly recommend, as a condition of consideration

for publication, registration in a public trials registry. Trials must have been registered in an appropriate registry at or before the onset of patient enrollment. This policy applies to any clinical trial starting enrollment after January 1, 2006. Any trial that began enrollment before this date must have been registered by April 1, 2006 in order to be considered for publication. We define a clinical trial as any research project that prospectively assigns human subjects to intervention or comparison groups to study the cause-and-effect relationship/s between a medical intervention and a health outcome. Studies designed for other purposes, such as studies on pharmacokinetics or major toxicity (e.g., phase 1 trials), are exempt from this process.

Appropriate registries include: 1) the registry sponsored by the United States National Library of Medicine (<https://www.clinicaltrials.gov>); 2) the ISRCTN Registry (<http://www.isrctn.com/>); 3) the Australian New Zealand Clinical Trials Registry (<https://www.anzctr.org.au/>); 4) the Chinese Clinical Trials Registry (<http://www.chictr.org.cn/>); 5) the Clinical Trials Registry-India (<http://ctri.nic.in/>); 6) the University Hospital Medical Information Network (UMIN) (www.umin.ac.jp/ctr); and 7) the Clinical Research Information Service-Republic of Korea (CRIS, <https://cris.nih.go.kr/cris/>). Reporting of randomized controlled trials should follow the guidelines of the CONSORT Statement (www.consort-statement.org).