

Ethics Considerations for Global Health and Nursing

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Chapter 1. General Rules.

Article 1 (Purpose): This consideration aims to present principles and directions to be observed regarding the roles and responsibilities of each stakeholder in the publication of the official journal “Global Health and Nursing” at the Research Institute of Nursing Science Pusan National University.

Article 2 (Definition)

- ① Violation of research ethics (referred to as “violation”) refers to the following subparagraphs made in the proposal, performance, report, and presentation of R&D tasks.
1. “Forgery” is the act of falsely making, recording, or reporting non-existent original research data, research data, research results, etc.
 2. “Falsification” is the distortion of the research contents or results by artificially manipulating research material, equipment, processes, etc., or arbitrarily changing or omitting original research data or research data.
 3. “Plagiarism” is presenting other people’s ideas or creations, other than common knowledge, without citing appropriate sources, as follows:
 - i. Not citing the source while using all or part of another person’s research.
 - ii. Not citing the source while partially changing and using another person’s work’s word, sentence, or structure.
 - iii. Not citing the source while using creative ideas, etc.
 - iv. Not citing the source while translating and using another person’s work.

4. “Unfair author indication” is as follows:

- i. Granting author qualifications even though there is no contribution to the contents or results of the study.
- ii. Not granting author qualifications even though there is a contribution to the contents or results of the study.
- iii. Publishing or presenting the student’s dissertation in an academic journal, etc., under the sole name of the advisor.
- iv. 5. “Unfair duplicated publication” is an act of obtaining unfair profits, such as when a researcher publishes a work that is identical or substantially similar to their previous research results, without indicating the source, and then receives research funds or is recognized as an individual research achievement.
- v. 6. The act of “interfering with investigation into research misconduct” is an act of intentionally interfering with the investigation of one’s own or others’ misconduct or inflicting harm on the informant.
- vi. 7. Other acts that seriously deviate from the scope commonly accepted in each academic field.
- vii. 8. The editorial committee recognizes the act as an act that seriously deviates from the scope typically accepted in the academic field.

Article 3 (Subject to Application)

This regulation applies to researchers participating in various research activities, including contributing and publishing manuscripts in “Global Health and Nursing,” the reviewers, and editors who examine them.

Article 4 (Scope of Application)

This regulation shall be followed, except that there are other special regulations related to publishing, establishing ethics, and verifying the authenticity of the research.

Chapter 2. Ethics for Publication and Research.

Article 5 (Ethics for Publication)

- ① All manuscripts should be prepared in strict accordance with the research and publication ethics guidelines recommended by the Council of Science Editors (CSE,

<http://www.councilscienceeditors.org/>), International Committee of Medical Journal Editors (ICMJE, <http://www.icmje.org/>), and Korean Association of Medical Journal Editors (KAMJE, http://www.kamje.or.kr/intro.php?body=eng_index).

- ② In accordance with the Declaration of Helsinki, if any research is conducted on human subjects, the researcher must explain the purpose and potential risks of mental or physical harm during the study. The manuscript shall pass the deliberation of the Institutional Review Board (IRB). If necessary, the editorial committee may request the submission of written consent and IRB approval.
- ③ If the subject of the study is an animal, efforts should be made and described to reduce the pain and inconvenience of the experimental animal. For all submitted manuscripts, it is ensured that the experimental process does not violate the IRB regulations nor the NIH Guide for the Care and Use of Laboratory Animals and has passed deliberation by the IACUC.

Article 6 (Editors)

The editors should comply with the following matters.

1. The editors shall be responsible for faithfully working to ensure integrity in the selection and publication process for the contents of the publication.
2. The editors shall prepare editorial policies that encourage transparency and fairness as much as possible in the publishing process.
3. The editors shall protect research and publication integrity by withdrawing the manuscripts and expressing concerns when necessary.
4. The editors shall critically evaluate human and animal research ethics.
5. The editors shall not share information on submitted manuscripts for publication with anyone, except the author and designated reviewer, until the end of the reviewing process.

Article 7 (Reviewers)

- ① Reviewers should comply with the following matters.

1. The reviewers shall maintain fairness and objectivity in the reviewing process without any bias.
2. The reviewers have expertise in the subject of the manuscript to be reviewed. If it is determined that they do not have expertise in the manuscript, they must inform the editor and stop reviewing it.

3. If the reviewers become aware of the author during the manuscript review and are deemed to have an interest, the reviewers should immediately inform the editor.
4. The reviewers faithfully evaluate the requested manuscript in compliance with the examination criteria within the period prescribed by the examination regulations.
5. Reviewers shall evaluate the manuscript fairly based on objective criteria, regardless of personal academic beliefs or friendship with the author. The manuscript should not be eliminated without specifying sufficient grounds, or because it conflicts with the reviewer's perspective or interpretation. The manuscript has been reviewed in depth.
6. The reviewers shall not use the information obtained during the reviewing process and contact the author personally without the permission of the editorial committee.
7. The reviewers shall be constructive and not undermine or be hostile to the author.
- ② The reviewers are responsible for reporting to the editorial committee or the research ethics committee if they find any research irregularities in the reviewing process and descriptions of the results.

Article 8 (Author)

- ① The author of the manuscript refers to a person who has contributed to completing the manuscript by planning and conducting research and analyzing the results.
- ② The author complies with research ethics when conducting research and is responsible for irregularities in a paper submitted by the author.
- ③ The following author's criteria must be met:
 1. A person who has made a significant intellectual contribution to the research results (substantial contribution to the concept or design of the study or acquisition, analysis, or interpretation of data for the study)
 2. A person who wrote a manuscript on the research results or made a critical correction for crucial academic content.
 3. A person who agreed to approve the publication of the final manuscript and take responsibility for all aspects of the paper.
 4. A person responsible for all aspects of the study and has guaranteed and agreed that any part of the study properly investigates and solves problems related to its accuracy or honesty.
- ④ The order of authors is determined according to the contribution to the study, but all authors must agree. When submitting a manuscript, all authors' roles must be described, and consent forms must be prepared and submitted for the order of authors.

- ⑤ Communication authors refer to those who communicate with academic journals during the manuscript publication process and take primary responsibility for communicating with academic journals during the reviewing and publishing process.
- ⑥ The author must describe their institution when submitting a paper.

Article 9 (Contributor)

- ① Those who did not meet the author's conditions but contributed to the manuscript shall specify their contributions in the 'Acknowledgements.'
- ② The author is obligated to inform the contributor that they are the subject of designation as a contributor to the manuscript.

Article 10 (Paper review)

- ① If the academic level is significantly lower or research irregularities are suspected among the submitted papers, they can be rejected at the reception stage without a review process.
- ② The editor of the editorial committee selects the best expert to review the paper and requests a review of the paper.
- ③ The reviewer objectively reviews the manuscript in accordance with the review regulations.
- ④ The review of the manuscript follows the review regulations.
- ⑤ Both the author and reviewer are confidential.
- ⑥ The review results are provided to the author along with the comments.
- ⑦ The author may raise an objection to the editor if the review results are deemed unfair. If the objection is determined to be valid, a re-review may be conducted only once.

Article 11 (Withdrawal of manuscript)

- ① In principle, a paper published once may not be modified, changed, or deleted. However, the editorial committee may withdraw publication of the manuscript in any of the following cases:
 - 1. In case the research results cannot be trusted due to a serious error or honest mistake.
 - 2. In case research irregularities such as forgery, alteration, and plagiarism are clearly revealed,
 - 3. In case unfair duplicate publication or double publication is revealed,
 - 4. In case data or materials are used without approval.
 - 5. In the case of copyright infringement or other serious legal problems,
 - 6. In case of failure to obtain approval from the IRB, IACUC, etc. or serious violation of bioethics,

7. In case a paper is published through a wrong or manipulated review process,
 8. In case the author does not disclose major conflicts of interest that may have a profound effect on the interpretation.
- ② The notice of withdrawal specifies the author, title, and reason for the withdrawal of the paper and is announced in the journal (publishing and online edition).

Article 12 (Disclosure of conflicts of interests)

The author shall report all financial interests related to the study (i.e., research funding, employment, stock ownership, lecture fees or advisory fees, material support) and personal interests (i.e., concurrent positions, profit competition, intellectual property competition).

Article 13 (Copyright)

The author transfers the copyright of the paper (publishing rights, distribution rights, etc.) to the research institute, which allows the author to use the author's personal use of the copyright or use by the author's institution.

Article 14 (Expression of concern)

The research institute may express concern in any of the following cases.

1. There is considerable doubt about the reliability of the manuscript, but the author's institution has not verified the research fraud,
2. In case of a serious risk or concern for public welfare or safety.
3. In case the investigation into the alleged fraudulent research is not fair or neutral,
4. In case an investigation into the manuscript's authenticity is underway, or the judgment is deemed to take a considerable amount of time.

Article 15 (Inappropriate behaviors of research)

A paper containing inappropriate behaviors of research shall not be published.

Article 16 (Research assistant)

When conducting research, the director of research should not infringe on the rights or personalities of research assistants, including researchers and graduate students participating in the study, and should treat them justly, according to their contributions.

Article 17 (Research subject)

① The researcher who conducting human research has the following responsibilities to the subject:

1. To ensure voluntary participation of the research subject.
2. The purpose, method, expected effects, potential risks, possible inconveniences, benefits, and damages that may occur during participation in the study have been fully explained and agreed upon.
3. To ensure the safety and health of the subjects. Preventive measures are taken to prevent even minor damage to the subject; if unexpected risks arise, the study is stopped immediately.
4. If the subject is a patient, the same information as the treatment group is provided on newly attempted nursing methods, so that the patients in the control group do not suffer damage, such as information concealment or opportunity deprivation.
5. To ensure the subject's freedom to stop participating in the research.
6. The privacy of the subject shall be respected and their personal secrets shall not be revealed.

② When conducting research on humans, approval should be obtained from the Institutional Review Board (IRB). However, the following are exceptions:

1. Research on animals (must be approved by the Animal Experiment Ethics Committee).
2. Research on administrations and systems.
3. A study using secondary data, such as meta-research.
4. A study irrelevant to the approval of the IRB.

Article 18 (Research funds)

- ① Members should voluntarily sign a research contract and conduct research.
- ② Members should use research funds transparently and fairly, following the regulations of the research fund management agency.
- ③ When presenting the research results, members must specify the supporting organization that granted the research funds.

Chapter 3. Establishment and Operation of the Research Ethics Committee.

Article 19 (Affiliation)

The Research Ethics Committee (hereinafter referred to as the “Committee”) belongs to the Research Institute of Nursing Science, Pusan National University, and committee meetings will be held, as necessary.

Article 20 (Organization)

- ① The Committee consists of one chairperson and four members.
- ② The head of the research institute shall be the Chairperson. Two of the four members should be members of the Research Committee of the College of Nursing, Pusan National University, and two should be those with expertise in research ethics.
- ③ The term of a Committee member shall be two years, and may serve for a second term.

The Article 21 (Responsibility)

The Committee deliberates and decides on the matters enumerated in each subparagraph on fraudulent acts related to the manuscript submitted to “Global Health and Nursing.”

1. Matters on the establishment and operation of a system related to research ethics and honesty.
2. Matters on the receipt and handling of reports of irregular acts.
3. Matters on the commencement of an article preliminary investigation, the main investigation, and the approval of the results of the investigation.
4. Matters on the protection of informants and measures to restore the honor of the investigator.
5. Matters on the processing and follow-up of the results of the verification of the truthfulness of the research.
6. Other matters referred to the Committee by the Chairperson.

Article 22 (Meeting)

- ① Meetings of The Committee shall be convened and presided over by the Chairperson.
- ② The meeting is established with the attendance of a majority of the enrolled members and matters are resolved with the approval of a majority. However, a power of attorney is recognized as attendance at the Committee meeting, but voting rights are not granted.
- ③ The Chairperson does not have voting rights and a matter is deemed to have been rejected when a tie exists.
- ④ In principle, meetings are confidential.

Article 23 (Expenses)

The expenses necessary for the Committee's operation and verification of the research truth may be paid within the budget.

Chapter 4. Protection of Informants who Report Research Violations, etc.

Article 24 (Protection of the rights of informant)

- ① The informant shall fill out and submit the request for deliberation in their real name along with the data on the contents of the application for deliberation request to the Committee.
- ② Matters concerning the informant's identity are not subject to information disclosure and are protected from being disadvantaged by the reason for reporting.
- ③ The informant may request the Committee to inform the procedures and schedules that proceed after reporting the violation of the study, and the Committee shall faithfully comply with them.

Article 25 (Protection of the rights of an article investigator)

- ① The Committee shall be careful not to infringe on the honor or rights of the investigator during the investigation process.
- ② Suspicions of research violations shall not be disclosed externally until a judgment is made. However, exceptions may be made when necessary measures are to be taken.
- ③ The investigator may request the editorial committee to inform the procedure and schedule for deliberating on research violations, and the Committee shall faithfully comply with this.

Chapter 5. Deliberation, Audience, and Judgment of Research Violation.

Article 26 (Procedure for Deliberation)

- ① A research violation undergoes the following deliberation procedures:
 1. The Chairperson of research ethics receives an application for deliberation and informs the applicant, in writing, of the plan for the deliberation process.
 2. The Chairperson checks the degree of the received application for deliberation.
 3. The person subject to deliberation (hereinafter referred to as the "Defendant") shall be notified of the deliberation plan and hearing procedure schedule within one week of the gathering of the Committee. The Defendant shall confirm in writing within one week from notification whether he/she agrees to the deliberation. If there is no answer from the

first author (researcher) within one week, the co-author (researcher) and the institution, in this order, shall be notified.

4. If the Defendant agrees, the deliberation will be conducted according to the following procedure.
 - i. Review of submitted data.
 - ii. If necessary, supplementation and submission of data may be requested, and evidence investigation may be conducted through witnesses, documentary evidence, verification, and appraisal.
 - iii. In the deliberation, statements of the parties and stakeholders shall be made in writing or through attendance. However, exceptions shall be made if the Defendant does not comply with the hearing procedure.
- ② The Committee deliberates and decides on the received matter within 30 days from the date of receipt. However, if there is an unavoidable reason, the period may be extended for only 30 days by a Committee resolution.

Article 27 (Hearing procedure)

- ① In disciplinary matters, The Committee shall undertake a hearing procedure. However, exceptions shall be made if the Defendant does not comply with the hearing procedure. Specific hearing procedures shall be determined by the Committee.
- ② The Committee may request the Defendant or other interested parties to submit the necessary data.
- ③ The Defendant or his/her agent may submit evidence to the Committee, such as the reference person's statement and appraisal.

Article 28 (Judgment)

- ① Judgment refers to the act by the head of the research institute of notifying the informant and investigator of the deliberation results in writing.
- ② The Committee must terminate the received case within 30 days from the date of receipt. However, if there is an unavoidable reason, the period may be extended for only 30 days by a Committee resolution.

Article 29 (Request for retrial)

- ① A person subject to disciplinary action may, when the Committee's disciplinary decision is deemed unfair, request a retrial in writing, within 20 days from the date of notification of the disposition.

- ② In the event that the Defendant requests a retrial pursuant to the provisions of paragraph 1, he/she shall submit a copy of the deliberation application and disciplinary decision to The Committee, stating personal information, the deliberation and decision facts, and grounds for retrial.
- ③ In the event of a request for the retrial, the Committee shall convene within 30 days from the date of service of the application for deliberation and shall decide within 60 days. However, if there is an unavoidable reason, the period may be extended by 30 days.

Chapter 6. Follow-up Measures After Verification of Research Violation

Article 30 (Notification of the deliberated results)

- ① The minutes of the Committee shall be kept as records, confirmed, signed, and sealed by the Chairperson.
- ② The Committee reports the deliberation results to the head of the research institute.
- ③ The head of the research institute shall notify the informant and investigator of the results of the Committee's deliberation in writing. However, exceptions may be made in the case of anonymous reports.
- ④ The results of the deliberation should not be announced before the head of the institute makes a decision.

Article 31 (Follow-up measures according to the results of deliberation)

- ① As a result of the deliberation, if an act contrary to ethical regulations is confirmed or the defendant acknowledges it, measures falling under each of the following paragraphs may be decided by the head of the research institution alone or in combination, and they should be described in the order of light measures. However, follow-up measures as a result of the deliberation shall be carried out by the head of the research institute after the processing of the request for retrial is completed.
 - 1. An official letter on the results of deliberation is sent to the head of an affiliated organization or research funding institution.
 - 2. Announcement of duplicate publications or plagiarism.
 - 3. Publication of the editor's article on the full story of the research violation.
 - 4. Loss of qualification to submit a manuscript to the journal for two years for the individuals, units, and institutions responsible for the violation.
 - 5. Other journal editors and index organizations shall be informed of the official withdrawal or cancellation of the paper from the journal.

- ② The notice of cancellation of a manuscript published in an academic journal shall be in the same form as a general manuscript, and the article on the cancellation of the manuscript shall be listed in the journal table of contents so as not to be excluded from the scope of the index.

Article 32 (Effect of Decision)

The matters to be deliberated on shall take effect upon the announcement by the head of the research institute. However, disciplinary decisions take effect upon the Committee's decision on the retrial or the expiration of the period given to the Defendant to request a retrial.

Article 33 (Enforcement Rules)

The Committee may separately determine the details necessary for the enforcement of this regulation.

Supplementary rule.

1. (Enforcement Date) This regulation took effect on August 17, 2010.
2. (Enforcement Date) This regulation took effect on March 14, 2011.
3. (Enforcement Date) This regulation took effect on March 31, 2016.
4. (Enforcement Date) This regulation took effect on October 30, 2016.
5. (Enforcement Date) This regulation took effect on February 1, 2022.