

Journal of the National Hispanic Medical Association (JNHMA)

Publication Ethics Policy

Purpose

The Journal of the National Hispanic Medical Association (JNHMA) is committed to maintaining the highest standards of integrity, transparency, fairness, and accountability in scholarly publishing. The Journal expects all participants in the publication process, including authors, reviewers, editors, Editorial Board members, and publishers, to adhere to accepted ethical principles throughout the submission, peer review, publication, and post-publication processes.

JNHMA follows the principles and best practices established by the Committee on Publication Ethics (COPE), the International Committee of Medical Journal Editors (ICMJE), and other internationally recognized standards for responsible scholarly publishing.

Responsibilities of Authors

Authors submitting manuscripts to JNHMA certify that:

- The submitted work is original and has not been previously published except as permitted by accepted publishing practices.
- The manuscript is not under consideration by another journal at the time of submission.
- All data presented are accurate, honestly obtained, and have not been fabricated, falsified, or inappropriately manipulated.
- All authors have made substantial intellectual contributions to the work and approve the submitted version.
- All sources of financial support and potential conflicts of interest have been fully disclosed.
- Appropriate Institutional Review Board (IRB) or Ethics Committee approval has been obtained when required.
- Human participants provided informed consent when applicable.
- All applicable laws, regulations, and ethical standards governing research have been followed.

Authors remain responsible for the accuracy and integrity of all published content, including material generated or assisted by artificial intelligence tools.

Authorship

JNHMA follows the authorship recommendations of the International Committee of Medical Journal Editors (ICMJE).

Authors should meet all of the following criteria:

- Made substantial contributions to the conception, design, acquisition, analysis, or interpretation of data.
- Participated in drafting or critically revising the manuscript.
- Approved the final version.
- Agree to be accountable for all aspects of the work.

Individuals who contributed to the research but do not meet authorship criteria should be acknowledged appropriately with their permission.

Guest, honorary, or gift authorship is prohibited.

Artificial Intelligence (AI)

Artificial intelligence tools, including generative AI systems, may assist authors with language editing, grammar, formatting, or organization. However:

- AI systems may not be listed as authors.
- Authors must disclose use of AI tools in manuscript preparation.
- Authors remain fully responsible for the accuracy, originality, citations, and scientific integrity of all submitted work.
- AI-generated content must be carefully reviewed and verified by the authors before submission.

Plagiarism

JNHMA has zero tolerance for plagiarism.

Plagiarism includes:

- Copying text without attribution.

- Improper paraphrasing.
- Self-plagiarism or redundant publication without appropriate disclosure.
- Unauthorized use of figures, tables, or images.
- Misappropriation of another individual's ideas or research.

Submitted manuscripts may be screened using plagiarism detection software.

Confirmed plagiarism may result in rejection, retraction, notification of the authors' institutions, or other appropriate actions.

Research Misconduct

Research misconduct includes, but is not limited to:

- Fabrication of data.
- Falsification of results.
- Image manipulation intended to mislead.
- Selective reporting intended to distort findings.
- Undisclosed conflicts of interest.
- Duplicate publication.
- Improper authorship practices.

Allegations of misconduct will be investigated in accordance with COPE recommendations. The Journal may contact authors' institutions, funding agencies, or other appropriate organizations when necessary.

Human Subjects Research

Research involving human participants must comply with applicable ethical standards, including the Declaration of Helsinki and applicable federal regulations.

Authors must state:

- The name of the approving Institutional Review Board or Ethics Committee.
- Approval number when available.
- Whether informed consent was obtained from participants or their legally authorized representatives.

If IRB approval was not required, authors should explain the basis for the exemption.

Animal Research

Studies involving animals must comply with institutional, national, and international standards for humane animal care and use.

Authors must identify the approving animal care committee when applicable.

Clinical Trial Registration

Prospective clinical trials should be registered in a publicly accessible registry before participant enrollment.

The manuscript should include the registration number and registry name.

Failure to prospectively register a clinical trial may affect editorial consideration.

Data Availability

JNHMA encourages authors to make supporting research data available whenever ethically and legally appropriate.

Authors should include a Data Availability Statement describing:

- Whether data are available.
 - Where data may be accessed.
 - Any legitimate restrictions on sharing.
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Conflicts of Interest

All authors, reviewers, editors, and Editorial Board members must disclose relationships that could influence—or reasonably appear to influence—their professional judgment.

Potential conflicts may include:

- Financial relationships.
- Employment.
- Consulting arrangements.
- Stock ownership.
- Honoraria.
- Patents.
- Personal or professional relationships.
- Organizational affiliations.

Editors and reviewers with conflicts of interest must recuse themselves from the review process.

Peer Review Integrity

JNHMA is committed to a fair, objective, confidential, and timely peer review process.

Editors will select reviewers based on relevant expertise and absence of significant conflicts of interest.

Reviewers are expected to:

- Maintain confidentiality.
 - Provide objective, constructive, and respectful reviews.
 - Identify potential ethical concerns.
 - Disclose conflicts of interest.
 - Decline review when impartial evaluation cannot be provided.
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Editorial Independence

Editorial decisions are based solely on:

- Scientific quality.
- Originality.
- Methodological rigor.
- Ethical conduct.
- Importance to the Journal's readership.

Editorial decisions are independent of commercial interests, advertisers, sponsors, institutional affiliations, or political considerations.

Confidentiality

Editors and reviewers shall not disclose or use unpublished information obtained through the peer review process for personal advantage or to disadvantage others.

Submitted manuscripts will be treated as confidential documents.

Corrections, Retractions, and Expressions of Concern

When necessary, JNHMA will publish corrections, retractions, or Expressions of Concern to maintain the integrity of the scholarly record.

These actions will be taken in accordance with the Journal's **Corrections, Retractions, and Expressions of Concern Policy**.

Appeals and Complaints

Authors may appeal editorial decisions by submitting a written explanation to the Editor-in-Chief within 30 days of the decision.

Appeals will be reviewed independently whenever feasible. The decision following appeal is final.

Complaints regarding publication ethics, peer review, or editorial conduct will be investigated fairly, confidentially, and in accordance with COPE guidance.

Post-Publication Issues

JNHMA welcomes credible reports of errors, ethical concerns, or potential misconduct identified after publication.

The Journal will investigate such concerns promptly and take appropriate corrective action when warranted.

Commitment to Ethical Publishing

The Journal of the National Hispanic Medical Association is dedicated to promoting trustworthy scientific communication that advances medicine, public health, and health equity. All participants in the publication process share responsibility for maintaining the integrity of the scholarly record.

Failure to comply with this policy may result in rejection of manuscripts, withdrawal of published articles, notification of appropriate institutions or funding agencies, or other actions deemed necessary to protect the integrity of the scientific literature.