

## ETHICAL POLICIES OF INTESTINAL RESEARCH

### 1. Research Ethics

Authors must state that the protocol for the research project has been approved by a suitably constituted Ethics Committee (Human or Animal) of the institution within which the work was undertaken and that it conforms to the provisions of the Declaration of Helsinki, available at <http://www.wma.net/en/30publications/10policies/b3/>.

The policies of Good Publication Practice Guidelines for Medical Journals (<http://kamje.or.kr/publishingethics.html>) or Guidelines on Good Publication (<http://www.publicationethics.org.uk/guidelines>) can be applied.

#### 1) The manuscripts with following misconduct or dishonest act cannot be published either online or in journals.

- (1) Forgery (Fabrication): Record or reporting with making up data or research results that do not exist.
- (2) Alteration (Falsification): Manipulate research data, equipment, processes, or results intentionally to distort research contents or results.
- (3) Plagiarism: Using others' ideas, research process, contents, and/or results without proper authorization or citation.

#### 2) Only original contribution that has not been previously published or submitted elsewhere can be submitted.

- (1) Submissions are accepted only when they are not submitted elsewhere and have not been published elsewhere. All or part of manuscripts that are already published or submitted to *Intestinal Research* cannot publish in any other publication without permission of editorial board.
- (2) Multiple or duplicate publication is only limited to review article or publication with other language after receive approval from both journals.
- (3) The Society does not accept any divided or salami manuscripts.

- (4) Misconduct or any other ethical violation will be judged (decided) on final deliberation by Editorial Board.

#### 3) The manuscripts submitted to *Intestinal Research* should satisfy following ethical requirement.

- (1) When reporting experiments on human subjects, the manuscript must include a statement of acquirement of informed consent after indicate all possible physical and psychological damages on subjects and/or their guardians before the experiment is conducted, in accordance with the Helsinki Declaration (<http://www.wma.net>) of 1975.
- (2) In case of clinical research including clinical trial, the manuscript must include a statement of approval from Institutional Review Board (IRB) or ethic committee (revised June 2009) and status of informed consent (revised October 2017).
- (3) In case of clinical trial, we recommend register the clinical trial in public registry site that matches the criteria established by International Committee of Medical Journal Editors (ICMJE) or WHO to ensure scientific objectivity and transparency of study procedure (revised June 2010).
- (4) Author must have obtained informed consent from identifiable patient, if author plan to include any personal information including photo, image, illustration and video. Any information that could have revealed patient's and research subjects' identities, such as name, initials, ethnicity, occupation or date of birth, should not appear as much as possible. Formal consents are waived for the use of entirely anonymized image from which the individual cannot be identified. (revised October 2017).
- (5) When reporting experiments on animals, authors should describe the measures they have taken to ease pains and inconvenience to the subjects, and a statement identifying whether the NIH Guide for the Care and Use of laboratory Animals or IRB guideline was followed. When necessary, Editorial Board ask for ap-

proval letter issued by IBR or Animal Ethics Committee.

#### 4) Authorship policy (revised January 2019)

- (1) Authorship credit should be based on 1) substantial contributions to conception and design, acquisition of data, and/or analysis and interpretation of data; 2) drafting the article 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. Every author should meet all of these four conditions. After the initial submission of a manuscript, any changes whatsoever in authorship (adding author(s), deleting author(s), or re-arranging 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.

- Corresponding author and first author: *Intestinal Research* does not allow multiple corresponding authors for one article. Only one author should correspond with the editorial office and readers for one article. *Intestinal Research* does accept notice of equal contribution for the first author when the study was clearly performed by co-first authors.

- Correction of authorship after publication: *Intestinal Research* does not correct authorship after publication unless a mistake has been made by the editorial staff. Authorship may be changed before publication but after submission when an authorship correction is requested by all of the authors involved with the manuscript.

- (2) Person who made genuine contributions, yet not active and sufficient enough to be co-authors should be stated on Acknowledgements. All funding related to the work should be specifically stated on Acknowledgements.
- (3) Any potential conflict of interest such as financial or personal connection must be stated on manuscripts.
- (4) Author's contribution should be stated according to CReddit standard.

#### 5) Corrections of errors (revised August 2018)

- (1) *Intestinal Research* will publish corrections as soon as possible detailing changes from and citing the original

publication when errors are detected. We follow the ICMJE and COPE guidelines where applicable.

- (2) An erratum refers to a production error, caused by the journal.
- (3) A corrigendum refers to an error made by the authors.
- (4) Authors who notice an error should contact the editorial office of the journal.

## 2. Research Ethics Council and Role of the Council

### 1) The Journal operates a Research Ethics Council (the Council hereafter) for consideration of research ethics and related issues.

- (1) Chairperson of the publication committee of Korean Association for the Study of Intestinal Research (KASID) is the chair of the Council. The constitution of the Council is decided by the publication committee of KASID.
- (2) Operation of the Council follows separate regulations decided by the Council.

### 2) The roles of the Council are as follows.

- (1) The Council reviews research ethics issued from the publication of the Journal and related papers (Original articles, Case reports, Review articles and others).
- (2) The Council reviews any forgery, alteration, plagiarism, wrongful research paper author indication, or multiple or duplicates publication allegations for published papers and brings the results to the executive committee of KASID.

## 3. Administration of Research Ethics Violation

When research ethics violations occur, the Council decides a disciplinary measure.

- (1) If duplicate or divided publication or any other ethical violation was confirmed, manuscripts even if already published will be retracted with a notice published in the next issue, as well as to related academic institutions.
- (2) Retraction notice take same form as the general thesis and not take a form like announcement or letter to the editor.
- (3) Author who violates this policy or general ethics cannot submit to *Intestinal Research* for next 2 years.