Open Science Compliance

The [Open Science Policies](#) of the American Heart Association have two components: public access and open data.

The AHA's public access policy requires that all journal articles resulting from AHA funding be made freely available in PubMed Central (PMC) and attributed to a specific AHA award within 12 months of publication. It is the responsibility of the awardee to ensure journal articles are deposited into PMC.

The AHA's open data policy requires certain applicants to include a data sharing plan with the application. Any factual data that is needed for independent verification of research results must be made freely and publicly available in an AHA-approved repository within 12 months of the end of the funding period (and any no-cost extension). Some early career programs are exempt from this policy.

Please be sure to follow the steps outlined in both sections below to ensure you are fully in compliance with the AHA's policies.

Public Access Compliance

In order to fully comply with the AHA's Public Access Policy, you must complete all steps outlined below, even if your publisher has already loaded your article in PubMed Central for you. Before beginning, make sure you have received an email invitation to join HRA Open. If you have not received an invitation to HRA Open by the time of manuscript acceptance, send an email to researchdata@heart.org. Additional information about the HRA Open portal may be found [here](#).

Note: If you have already created an HRA Open profile and linked it to your My NCBI account, please skip to Step 4. If you have completed this process for previous funding from AHA, you still need to complete Step 2 for each subsequent award.

Step 1: Create an HRA Open profile

Follow the unique link in your invitation email to the HRA Open home screen. From there you will create an HRA Open account using the same Google account you used for your [My NCBI](#) account. If you do not have an existing My NCBI account, you will be given the opportunity to create one at Step 3 below. After your initial login, you can access the platform at http://hraopen.healthra.org.

Step 2: Confirm your award information and link it to your profile

To find your award, use the search and filter functions. You can search by project title, award ID, or principal investigator. Click "Link award" to review the award details page. After confirming the award information is correct, select "Confirm & link" at the bottom of the page. Repeat this process for each award, if applicable. Once awards are linked to your profile, they will display at the top of your profile page.

Note: If a link is made in error send an email to researchdata@heart.org to request the link be broken. Once made, a link can only be removed by the AHA's HRA Open administrator.

Step 3: Sign in to My NCBI via Google

Using the same Google account you used when creating your HRA Open profile in Step 1, sign in to My NCBI with the "Sign in with Google" option. Once you've successfully signed in, you will be given the option of creating a new NCBI account or linking to an existing NCBI account. If you already have an NCBI account, please do not create a new one. Link your existing account using the Google account. If you do not have an existing NCBI account, you may create one.

Step 4: Add citation to bibliography in My NCBI

Once your manuscript is accepted for publication, you will need to add the citation to My Bibliography. To do this, follow the "Manage my Bibliography" link on the main NCBI page. Ensure the HRA indicator is at the top of the page as pictured below.

My NCBI » My Bibliography [HRA ↔]

There are three ways to add new citations to My Bibliography:
1. Adding a PubMed citation
2. Adding a citation manually
3. Adding citations from a file

Step 5: Add AHA award to citation

Please note that it will take 24 hours for your AHA awards to show up in My NCBI after making the link with your HRA Open account.

To associate AHA funding to the citation, choose the "Award" view option in the "Display settings" menu. Use the "Add award" hyperlink next to the appropriate citation to link the grant.

The "My awards" section provides a list of awards associated to your personal profile. The "Other awards" section displays awards that are not associated with your personal profile but have been linked to citations in your My Bibliography collection.

To add award associations from either list to your citations, check the checkbox next to an award and click the "Save" button.

Note: If, in Step 4, you added a PubMed citation that is already associated with a full-text archived record in PMC, the Public Access Status for the paper should display as "Complete" and no further action will be required.

Step 6: Determine method of submission to PubMed Central

If you have completed steps 1-5, and your article has already been uploaded to PMC by your publisher, no further action is required on your part.

There are two ways a paper may be submitted to PMC: 1) direct submission by the publisher, and 2) author submission through NIH Manuscript Submission (NIHMS).

1. *Publisher Submits Directly to PMC*

A few thousand journals have agreements to deposit the final published versions of some or all of their articles directly in PMC. It is the author's responsibility to request at the time of manuscript submission that the publisher deposit the article in PMC. A list of these journals and their level of participation can be found here: PMC Journal List. Authors who publish in journals that note an embargo period of more than 12 months should make special arrangements with the journal to ensure compliance with the AHA's Public Access Policy.

2. *Author/Awardee Submits Manuscript via NIHMS System*
Many journals do not have any participation agreement with PMC. In that case, the supported author or PI on the grant is responsible for ensuring that the accepted, peer-reviewed manuscript is deposited to PMC using NIHMS. Depositing a manuscript in NIHMS for inclusion in PMC is a multi-step process, requiring an author to approve the deposited files and associated funding before conversion and the PMC-ready version after conversion. Information on the process can be found in the NIHMS FAQ and on the NIHMS tutorial page.

Once you have completed Steps 1-3 the first time, it is not necessary to repeat them for subsequent manuscripts. Thereafter, you will begin at Step 4 for each accepted manuscript resulting from AHA funding. If you receive subsequent funding from the AHA, you will use your same HRA Open profile to link new AHA awards by completing Step 2 for each award.

Questions or comments may be directed to researchdata@heart.org.

Open Data Compliance

To confirm your compliance with the AHA's Open Data Policy, you will need to have an active Data Plan in the online grants management system, ProposalCentral. The plan should've been submitted with your application, reviewed by AHA staff at award activation, and then updated and maintained as necessary, throughout the award term.

Step 1: Deposit your data into the AHA-approved repository(ies)

Once you have deposited your data into the AHA-approved repository(ies) as stipulated in your data sharing plan, you will need to report where you have deposited the data.

Step 2: Login to ProposalCentral and submit your Data Deposit Confirmation Deliverable

Find your award and navigate to the Deliverables tab. Find the Data Deposit Confirmation Deliverable (should be toward the bottom of the list). Click on the plus sign to begin editing the form. Enter the type of data that you've deposited, the name of the repository, the date you deposited it, and the data's DOI. Repeat the process for as many data sets/repositories as is necessary. Submit the form for AHA's review.