

## **Publishing Ethics**

HSSS is a peer-reviewed journal. The publication of HSSS involves conscientious, systematic and comprehensive processes by publisher and editors which require to be dealt with efficiently and competently. To maintain high ethical standards of publication of HSSS the publisher strives to work closely at all times with journal editors, authors and peer-reviewers.

HSSS is committed to upholding the integrity of all its publications. This statement clarifies ethical behaviour of all parties involved in the act of publishing an article in this journal, including the author, the chief editor, the Editorial Board, the peer-reviewer and the publisher (AHSS). This statement is based on COPE's Best Practice Guidelines. Full details of these guidelines can be found on the [COPE website](#).

HSSS does not tolerate plagiarism, or the publication of material that is libelous, illegal or which infringes the copyright or other rights of any third party. In addition, the manipulation of scientific data, tables, figures or any text for the purpose of knowingly providing incorrect information in order to manipulate the process of peer review is strictly prohibited.

The essentials of HSSS's publishing ethics for all groups involved in the publishing process are as follows:

### **Editors' Responsibilities**

- The editor of a journal holds a vital position taking important editorial decisions on all peer-reviewed submitted for publication.
- The editor should maintain the transparency of the academic research & record, preclude professional needs from cooperating ethical standards, and always be willing to publish retractions, rectifications, and erratum when required.
- The editor should assess manuscripts for their scientific quality and intellectual content, free from any sort of biased decisions based on discrimination of race, gender, geographical origin, or religion of the author(s). The editor should evaluate manuscripts objectively based on their academic merit free of any commercial or self-interests.
- The editor should not disclose any information on submitted manuscripts before publication of the manuscript.
- Promoting research rectitude must be preserved. If at any stage the publisher suspects any kind of misconduct in research, it should be investigated promptly in detail with suitable authority; and if any suspicious act of misconduct is observed in the peer review, it should be resolved with diligence.

### **Reviewers' Responsibilities**

- Providing a detailed, constructive, and unbiased evaluation in a timely manner on the scientific content of the work.
- Indicating whether the writing is relevant, concise & clear and evaluating the originality and scientific accuracy.
- Maintaining the confidentiality of the complete review process.
- Notifying the journal editor about any financial or personal conflict of interest and declining to review the manuscript when a possibility of such a conflict exists.

- Notifying the journal editor of any ethical concerns in their evaluation of submitted manuscripts; such as any violation of ethical treatment of animal or human subjects or any considerable similarity between the previously published article and any reviewed manuscript.

### **Authors' Responsibilities**

- All the work reported in the manuscript must be original and free from any kind of plagiarism.
- The work should not have been published elsewhere or submitted to any other journal(s) at the same time.
- Any potential conflict of interest must be clearly acknowledged.
- Proper acknowledgements to other work reported (individual/company/institution) must be given. Permission must be obtained from any content used from other sources.
- Only those who have made any substantial contribution to the interpretation or composition of the submitted work, should be listed as 'Authors'. While other contributors should be mentioned as 'co-authors'.
- The submitting author assumes responsibility, within the limits of his or her professional competence, for the accuracy of the paper.
- The authors have read and agree to the HSSS copyright agreement and Terms and conditions.

### **Publishers' Responsibilities**

- HSSS is committed to work with journal editors, defining clearly their relevant roles, in order to ensure appropriate decisions regarding publication procedures and maintaining the transparency of editorial decisions.
- HSSS ensures the integrity autonomy and originality of each published article with respect to:
  - publication and research fundings
  - publication ethics and rectitude
  - conflicts of interest
  - confidentiality
  - authorship
  - article modifications
  - timely publication of content.

Source: <https://benthamscience.com/publishing-ethics-main.php>

Any reports of potential misconduct or plagiarism should be sent to [mangingeditor@hsssjournal.com](mailto:mangingeditor@hsssjournal.com)

# Publication Ethics Checklist

## Approval and Consent

- Do you have approval of the relevant Regulatory Authorities, Institutional Review Board and Ethics Committee?
- Have you registered your clinical trial?
- Have you documented Informed Consent?

## Data Accuracy Falsification Fabrication

- Is there manipulation of material, equipment, process or data?
- Have you double-checked data for accuracy?

Is there any lurking fake data?

## Plagiarism and Self-Plagiarism

- Have you used your own prior work or copied others' work?
- If so, have you cited these correctly?
- Do you have written permission for reproduced material, figures or tables?

## Submission Fraud

Is there simultaneous submission to two journals?

Have you published the entire work or part of it (salami-slicing) already?

Have you excessively cited your own publications?

## Ethics of Authorship

- Have you included all the authors in a specific pre-agreed order?
- Do you have an agreement with co-authors?
- Are the co-authors aware of the contents of the publication?
- Have they had access to, and hold themselves responsible for the data and its interpretation?
- Is there is any Ghost Author or a "Guest Author"?

## Conflict of Interest

Have you declared relevant interests and relationships that could be seen as influencing your findings (whether financial or scientific)?

Source: [www.ncbi.nlm.nih.gov/pmc](http://www.ncbi.nlm.nih.gov/pmc)