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Publication Ethics and Malpractice

Editorial board of ***RAD CASA Medical Sciences*** strongly promotes research integrity and aims to prevent any type of scientific misconduct, such as fabrication, falsification, plagiarism, redundant publication, and authorship problems. All submitted manuscripts are revised by Editorial Board Secretary and checked using Crossref Similarity Check (powered by iThenticate) or PlagScan screening system for potential plagiarism.

In resolving any potential scientific misconduct, article retractions or expressions of concern, *RAD CASA Medical Sciences* follows flowcharts provided by the Committee on Publication Ethics (COPE) and additionally consults COPE for any unclear cases (COPE flowcharts available here).

ETHICAL APPROVAL AND INFORMED CONSENT

When reporting trials on human subjects, authors should indicate whether the procedures were in accordance with the ethical standards set by the responsible human experimentation committee (institutional and national) and latest version of the Declaration of Helsinki given by World Medical Association. Ethical approval (institutional or national) should be obtained for every study that includes collection of additional patient sample of any biological material (more than those required for the medical evaluation).

All subjects should sign an informed consent form and this information should be provided in the manuscript. Signed informed consent forms should be archived by the authors. The authors have to provide a statement that they have received and archived all patient informed consent forms, as required during the manuscript submission process. It should be noted that informed consent to participate in the research does not imply consent to publish personal individual data (names, pictures, hospital identification). Therefore, for publication that includes any individual data, patient must give his written consent. This is especially applied when it is not possible to obtain anonymity of the data without distorting scientific evidence.

Regardless of the preserved anonymity, patients presented in case report articles should always sign informed consent. Case reports without patients' consent are not eligible for publication in RAD CASA Medical Sciences. Specific types of case reports, extra-analytical mysteries, are not obliged to obtain informed consent as long as there are no patient's personal data revealed. If there is need to publish patient's rare diagnosis or specific demographic or personal data by which patient's identity can be implied, than the authors must obtain patient's signed informed consent.

In the spirit of promoting best practice guidelines given by COPE (available at: https://publicationethics.org/core-practices), RAD CASA Medical Sciences will not consider for publication manuscripts in which best ethical practice is not ensured, i.e. Informed consent is missing and/or Ethical approval is omitted. To simplify the decision-making process on whether a type of study requires Informed consent and/or Ethical approval, authors are encouraged to consult the table below:

Type of study	Study design	Informed consent	Ethical approval
Research	The material from patients/healthy donors is collected for research purpose.	Required	Required
Method/instrument validation	The use of residual material	Not required	Required
The material from patients/healthy donors is collected for research purpose	Required	Required	
Research showing standard clinical/laboratory practice or the advancement of the standard practice	If it does not include a new method or instrument	Not required (it is implied that the informed consent was previously given for the scope of the treatment)	Not required (it is considered that this is not research but clinical/laboratory practice)
Incidence/epidemiological research	The use of residual material or retrospective data collection.	Not required	Required
Laboratory Information System (database) data extraction	Retrospective data collection.	Not required	Required
Laboratory management	Studies that do not include human subjects but collect data for measuring quality indicators (i.e. turnaround	Not required	Not required

	time, test utilization, non-conformities, etc.).		
Survey	The participants are notified in the survey about the nature of the research and the future use of the data (publishing, etc.).	Not required (it is implied)	Not required
Survey asking more intimate questions.	Required	Not required	
Case report		Required	Not required
Preanalytical case report	Patient specific information are not presented (patient is not identifiable).	Not required	Not required

Borovecki A, Mlinaric A, Horvat M, Supak Smolcic V. Informed consent and ethical approval in laboratory medicine. Biochem Med (Zagreb) 2018;28(3):030201.

Duties of the Editors-in-Chief

Fair play

Submitted manuscripts are evaluated for their scientific content and the quality of it, without regard to race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors.

Confidentiality

The Editor-in-Chief and any editorial staff must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher, as appropriate.

Disclosure and conflicts of interest

Unpublished materials disclosed in a submitted manuscript must not be used in an Editor's own research without the explicit written consent of the author(s). Editors will

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The editors ensure that all submitted manuscripts under consideration for publication undergo peer-review by a reviewer who is expert in the field. The Editor-in-Chief is responsible for deciding which of the manuscripts submitted to the journal will be published, based on the validation of the work in question, its importance to researchers and readers, the reviewers' comments, and such legal requirements as are currently in force regarding libel, copyright infringement and plagiarism. The Editor-in-Chief may confer with other editors or reviewers in making this decision. The Editor-in-chief acts independently in defining the content and the time of publication of the journal.

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Peer review assists the Editor-in-Chief in making editorial decisions and, through the editorial communication with the author, may also assist the author in improving the manuscript.

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Any invited referee who feels unqualified to review the research reported in a manuscript or knows that its timely review will be impossible should immediately notify the Editor-in-Chief so that alternative reviewers can be contacted.

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Originality and Plagiarism

The authors should ensure that they have written entirely original works, and if the authors have used the work and/or words of others that this has been appropriately cited or quoted.

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An author should not in general publish manuscripts describing essentially the same research in more than one journal or primary publication. Parallel submission of the same manuscript to more than one journal constitutes unethical publishing behavior and is unacceptable. Notable exceptions from this rule include clinical guidelines.

Acknowledgement of sources

Proper acknowledgment of the work of others must always be given. Authors should also cite publications that have been influential in determining the nature of the reported work.

Authorship of a manuscript

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as coauthors. Where there are others who have participated in certain substantive aspects of the research project, they should be named in an Acknowledgement section. The corresponding author should ensure that all appropriate co- authors (according to the above definition) and no inappropriate co-authors are included in the author list of the manuscript, and that all co-authors have seen and approved the final version of the paper and have agreed to its submission for publication.

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