The policy of “Journal of Clinical and Experimental Medical Research” is aimed at creating an accessible scientific medical edition meeting nowadays needs. It provides open access that raises the level of scientific research and promotes national and world scientific experience.

(The journal policy is based on the standard codes of scientific publications ethics COPE, WAME, ICMJE)

I. General provisions of editorial policy

1. The criteria for reviewing articles: quality, research originality and its significance for readers. “Journal of Clinical and Experimental Medical Research” considers the following categories of articles:
   • original research;
   • review (review paper);
   • conference news;
   • clinical case study;
   • historical overview;
   • reviews and reports;
   • clinical instructions.

2. The authors should read and follow the editorial policy provisions as to authorship, conflict of interests and papers dissemination; avoid simultaneous submission of the same paper to several editions, plagiarism and data manipulation, etc.

3. The reviewers and editors are obliged to carry out an unbiased review of manuscripts, respecting confidentiality and to report any conflict of interest.

   The editorial board carefully considers all disputable cases and infringements, if necessary, corrects or withdraws the papers.

II. Duties and responsibilities of the editorial board

1. The editorial board is responsible for the quality of scientific articles published in the journal.

2. It provides technical and information support during the editorial and publishing process.

3. It ensures integrity of the submitted manuscripts.
4. It guaranties confidentiality of manuscripts submitted to the journal throughout the entire editorial and publishing process.

5. It ensures that all members of the editorial and publishing process have received the necessary training and are supplied with the detailed instructions and recommendations for reviewing and working in the journal.

6. It takes into account the comments and suggestions of readers, authors and reviewers as to improvements.

7. The editorial board responds promptly to any complaints regarding the journal functioning and guaranties the solution of all problematic situations.

8. The editorial board provides high-quality and independent peer reviewing by the reviewers who carry out research in a particular research area and have at least one publication in journals included in Web of Science, Core Collection and/or Scopus. The editorial board retains the reviews, signed by a reviewer either digitally or by hand for at least three years.

9. The editorial board will notify the authors in case of infringement of academic honesty, plagiarism or articles duplication.

10. In case if a manuscript does not meet the above mentioned principles or requirements the editorial board has the right to decline it.

11. The editorial board is obliged to update the information on the journal official website and post timely an electronic version of a new issue of the journal.

12. The editorial board assigns DOI (digital object identifier) to each published paper.

**Cooperation with readers**
1. The editorial board provides proper information provision of the readers and mail out of newly published content.
2. It guaranties that all published scientific papers were reviewed by qualified experts.

**Cooperation with authors**
1. Only unique, informative articles that reflect the main topic of the journal are accepted; they must meet the requirements for publication established by the editorial board. The papers submitted in English are a priority.
2. All authors of a submitted article have to sign an application stating their eligibility for authorship (ICMJE, www.icmje.org) and they are fully responsible for an article.

3. The editorial board provides authors with detailed instructions as to editorial and publishing process, informs about terms and publication dates.

4. The editorial board determines the manuscript evaluation criteria and selects reviewers for each manuscript.

5. The editorial board sends the authors detailed comments of the reviewers.

6. The editorial board reserves the right to minor editing of texts preserving the author’s style.

7. The editor’s decision as to acceptance/rejection of the manuscript is based on its rationale, novelty, and relevance to the research area and journal requirements.

8. If a manuscript contains many controversial issues (for example, negative reviews of both reviewers, the article is not revised taking into account comments of reviewers), the editorial board may not consider it.

The authors are responsible for accuracy of facts and data, names and citations.

9. The manuscripts authors are fully responsible for plagiarism!

In order to identify text borrowings in submitted manuscripts, the redaction board of the publication uses licensed software:

1. Unicheck
http://library.sumdu.edu.ua/index.php?option=com_content&view=article&id=1603&lang=uk

2. Straike Plagiarism
http://library.sumdu.edu.ua/index.php?option=com_content&view=article&id=1894&lang=uk

Manuscripts where it was discovered plagiarism or text borrowing without references to the original source by the editorial board are rejected for publication in this publication.

10. The editorial board must be convinced that the research was carried out according to acknowledged international ethical standards ( The Declaration of Helsinki, AERA and BERA www.aera.net/About-AERA/AERA-Rules-Policies/Professional-Ethics,
11. The editorial board should obtain the confirmation of the fact that the published research has been approved by the corresponding authority (e.g., Committee on ethical research or Supervisory Council of an institution).

12. The editorial board supports Good Clinical Practices and may check if a clinical research contains information as to its compliance with the Declaration of Helsinki (http://www.wmnet), Good Clinical Practices (http://www.emeuropa.eu) and other relevant instructions, that protects the interests of the experiments participants (www.wame.org/policy-statements).

**Cooperation with reviewers**

1. The editorial board provides the reviewers with detailed instructions for work in the journal system.
2. The editorial board requests a reviewer to report possible competing interests before revising the intended material.
3. The editorial board requests the reviewers to report all cases of plagiarism.
4. The reviewers should not have conflict of interest with the authors.
5. The articles reviews must be confidential.
6. The editorial board guaranties that the reviewers’ qualifications correspond to the level of a professional edition, and, if necessary, it adjusts the reviewers’ composition.

**Cooperation with the editors**

The editorial board is obliged to:

1. Regularly review the composition of the editorial staff.
2. Provide clear instructions to the editors as to their functions, powers and duties (support and promotion of the journal).
3. Periodically carry out consultations with the members of the editorial staff, to inform about changes in journal policy, implement technical innovations and exchange the proposals regarding the future functioning of the journal.
4. Adhere to the privacy policy.
Author status
1. The manuscript author is considered to be a researcher who made a contribution on all the following stages of article preparation:
   a) idea suggestion, research carrying out, statement of problem and research objectives;
   b) development of concept and manuscript design; collection, analysis and interpretation of data;
   c) article drafting or its critical scientific review and editing;
   d) approval of the final version before publishing.
2. Each author is responsible for the article content. If the paper is written by a large group of scientists, it is necessary to include persons meeting the above mentioned criteria and add the group name.
3. All borrowed electronic or printed parts that belong to other authors should be appropriately cited and links should be provided for all sources given in the list of references.

III. Personal conflict of interest
- Personal relationships (e.g., friends, family members, current or previous scientific supervisors, opponents) with persons involved in submitting or reviewing manuscripts (authors, reviewers, editors or members of the editorial board);
- Personal beliefs (political, religious, ideological or other) related to the manuscript topic, which may hinder objective publication process (at the stage of submission, reviewing, editorial decisions or publication).

IV. Professional conflict of interest:
- The reviewer or editor is a colleague of an author who participated or observed the conduct of the given research.
- Membership in organizations lobbying the interests of the author.

The editorial board reserves the right not to publish the manuscript, if the declared conflict of interest puts in jeopardy objectivity and credibility of research evaluation.

If the editorial board reveals conflict of interest, which was not declared at submission, the manuscript may be declined. If undeclared conflict of interest is revealed after publication, the article can be edited or withdrawn if necessary.