Authorship Policy

I. Purpose

This Policy is to ensure that the corresponding author of any article submitted for publication take responsibility for reviewing the data on which the report is based.

II. Scope

This policy applies to all members of the faculty of Albert Einstein College of Medicine (“Einstein” or “College of Medicine”), whether a senior author or co-author.

III. Policy

The faculty member is responsible for obtaining co-author verification, i.e., ensuring that each person listed as an author (a) has made a significant intellectual or technical contribution to the paper or abstract (b) has reviewed the manuscript prior to submission for publication, (c) stands behind the specific components of the manuscript contributed by him or her, as well as the entire manuscript to the extent possible, given individual expertise, and (d) has agreed to be listed as a co-author. The concept of “honorary authorship” is not acceptable. For example, participation solely in the acquisition of funding does not justify authorship. General supervision of a research group also is not sufficient reason for inclusion as an author.

Each co-author must accept responsibility for reading and reviewing paper in its final form. The Senior author is responsible to ensure that text, figures and charts have been prepared specific to the paper, unless referenced to prior publications. Since fruitful collaborations may span a spectrum ranging from interactions between closely related groups to joint work between intellectually very distinct research teams it may not be possible for collaborating investigators to evaluate the details of the work of all co-authors. However, all possible steps should be taken to ensure full communication among collaborating investigators and critical review of relevant data. Responsibility also requires that if questions are raised about either the correctness or the integrity of the work, each co-author must cooperate in any proper inquiry and in the withdrawal or correction of the published results if such action becomes necessary. A co-author who has acted responsibly and in good faith will not be held culpable by Einstein administration in the case of a colleague’s misconduct.

IV. Definitions

None.

V. Effective Date

Effective as of: 27 July 2018
VI. **Policy Management and Responsibilities**

The Responsible Office under this policy is the Office of the Dean. The Responsible Executive and the Responsible Officer under this policy are Einstein's Dean.

VII. **Approved (or Revised)**

[Signature]  
8/13/18  
Responsible Executive  
Date