

**OFFICE OF RESEARCH AND DEVELOPMENT
VETERANS HEALTH ADMINISTRATION**

Checklist for publishing VA research

Below are requirements that authors must address when publishing research that was funded by VA or that used VA resources. Much of this information is covered in VHA [Handbook 1200.19](#) – Presentation of Research Results. Note that the ORD service funding the study may have additional requirements; contact the specific service or review the ORD website for more information.

Acknowledge VA support

If the work was funded by VA, include this statement: “This work was supported [or supported in part] by [type of award, e.g., Merit Review, Career Development Award, Pilot Project) Award # [award/project number, e.g., I01 RX000123] from the United States (U.S.) Department of Veterans Affairs [as applicable, indicate Biomedical Laboratory Research and Development Service; Clinical Sciences Research and Development Service (mention the CSR&D Cooperative Studies Program if applicable); Rehabilitation Research and Development Service; or Health Services Research and Development Service].”

If VA only provided resources (e.g., facilities or patients), include this statement: “This material is the result of work supported with resources and the use of facilities at the [name and location of VA medical facility].”

Acknowledge VA employment

Acknowledge employment of VA authors with VA title, name of VA medical facility, city, and state. Academic affiliate appointments can also be listed, but if research was funded only by VA, the VA affiliation should be listed first.

Include DVA/US Government disclaimer

“The contents do not represent the views of the U.S. Department of Veterans Affairs or the United States Government.”

Link to clinicaltrials.gov

If your publication concerns a clinical trial or observational study that was registered on clinicaltrials.gov, include the NCT number in the publication. This allows the clinicaltrials.gov website to link your paper to the trial registration.

Deposit your manuscript in PubMed Central if the study was VA-funded

See guidance at:

www.research.va.gov/resources/policies/public_access.cfm

www.ncbi.nlm.nih.gov/pmc

Notify ORD through PubTracker

Upon the paper's acceptance, notify ORD Communications through PubTracker:

<http://vaww.pubtracker.research.va.gov>

This allows ORD to prepare media announcements, as appropriate, and to collect data regarding productivity of the VA Research program. Please note that this step also applies to meeting presentations.

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