

Research integrity (RI) at the University of Split School of Medicine (MEFST)  
Checklist for doctoral students and their supervisors



Aspect of RI	Action	Where to look
<b>Code of Ethics</b>	<p>Acknowledge the Code of ethics of the University of Split, and the Code of ethics of the University of Split School of Medicine</p> <p>Check the Code of ethics of the institution where you may perform your research outside of MEFST</p> <p>Check the ALLEA European Code of Conduct for Research Integrity, which is integrated into H2020 grants.</p> <p>The Croatian translation of the ALLEA Code is available at the web pages of the University of Split.</p>	<ul style="list-style-type: none"> <li>– <a href="#">Code of ethics of the University of Split</a></li> <li>– <a href="#">Code of ethics of the University of Split School of Medicine</a></li> <li>– <a href="#">ALLEA European Code of Conduct for Research Integrity</a></li> <li>– <a href="#">ALLEA ECoC RI translation into Croatian</a></li> </ul>
<b>Training</b>	<p>Attend ethics training at your doctoral studies, look for specific RI training (e.g. Summer School on Responsible Research)</p> <p>More information on research ethics and research integrity is available at The Embassy of Good Science</p>	<ul style="list-style-type: none"> <li>– <a href="#">Summer School on Responsible Research</a></li> <li>– <a href="#">The Embassy of Good Science</a></li> </ul>
<b>Authorship</b>	<p>Make authorship plan early in your research work. Discuss authorship with your supervisor and collaborators. Follow the ICMJE criteria, which are a standard in biomedical research.</p> <p>The article 20 of the MEFST Code of Ethics defines authorship: <i>(3) Authors are all and only those who collaborated in the process of a scientific manuscript creation and who made a significant intellectual contribution according to the accepted international authorship criteria and take the public responsibility for the published work.</i> ... <i>(5) For election or re-election to research or research/teaching positions, the applicants must submit an authenticity statement that will confirm that each of their work or achievement they refer to is the original result of their work and that the said work does not contain other sources but those listed in the publication. The Council can decide on the content of such a statement which will be submitted during the election or re-election procedure.</i></p>	<ul style="list-style-type: none"> <li>– <a href="#">ICMJE authorship criteria</a></li> <li>– <a href="#">MEFST Code of Ethics</a></li> </ul>

<b>Image Processing</b>	MEFST does not have specific image processing policy. We advise following standard policies from journals and publisher.	<ul style="list-style-type: none"> <li>– <a href="#">Avoiding twisted pixels</a></li> <li>– <a href="#">STM recommendations</a></li> </ul>
<b>Conflict of Interest</b>	MEFST does not have a specific policy on conflict of interest in research. Think about potential conflicts of interest related to your research and discuss it with your colleagues so that it is properly identified, managed and declared. Get acquainted with the ICMJE Conflict of Interest Form which is a standard in biomedical research and is required by many biomedical journals	<ul style="list-style-type: none"> <li>– <a href="#">ICMJE conflict of interest form</a></li> </ul>
<b>Plagiarism</b>	Get acquainted with what constitutes plagiarism and how to avoid unintentional plagiarism. Check available plagiarism tools.	<ul style="list-style-type: none"> <li>– MEFST uses the Turnitin plagiarism detection software. You can access it <a href="#">here</a> using your MEFST or some other AAI.</li> <li>– More on available plagiarism software at different institutions here for <a href="#">Turnitin</a> and <a href="#">Plagscan</a>.</li> </ul>
<b>Ethical Requirements</b>	Get acquainted with procedures for ethical review at MEFST for research involving human, animals, and other ethics issues	<ul style="list-style-type: none"> <li>– <a href="#">MEFST website of the Ethics Committee</a></li> </ul>
<b>Requirements for Personal Data Processing</b>	Check about collection and processing of personal data in research. Get acquainted with the Data Protection Officer at MEFST and the institution where you perform research.	<ul style="list-style-type: none"> <li>– <a href="#">MEFST website on personal data protection</a></li> </ul>
<b>Management of Research Data And Records</b>	Discuss how to collect, store and use research data. Make a data management plan for your research.	<ul style="list-style-type: none"> <li>– Currently, MEFST does not have policy or guidelines for good data management. Check international guidance, like from <a href="#">Science Europe</a></li> </ul>
<b>Complaints about Research Misconduct</b>	Check the procedures and structures at MEFST and your local institution for dealing with complaints about the conduct of research.	<ul style="list-style-type: none"> <li>– <a href="#">MEFST website of the Ethics Committee</a></li> </ul>
<b>Advice about Research Integrity</b>	Contact the Research Integrity Advisor of the MEFST Doctoral School	<ul style="list-style-type: none"> <li>– <a href="#">Information about and contact of the RI Advisor at MEFST</a></li> </ul>