

## RESOLVING DISPUTES

In the event that it is determined that the paper published in the journal is a plagiarism, it shall be retracted, in accordance with the *Retracting Published Papers* document, and the authors will be permanently or temporarily prohibiting from publishing in the Serbian Journal of the Medical Chamber. Every individual or institution may at any time report to the editor and/or Editorial Board violations of the code of ethics and other irregularities related to published papers, and submit necessary information/evidence.

When resolving disputes, the Editorial Board shall follow the guidelines and recommendations of the Committee on Publication Ethics (COPE).

The Editor-in-Chief, together with the members of the Editorial Board and editorial staff, decides whether to initiate proceedings aimed at verifying the claims that have been made and the evidence.

During the course of these proceedings, the evidence will be considered confidential material and will be available only to the persons directly involved in the proceedings.

Persons who are suspected of violating the ethical standards will be provided the opportunity to respond to the accusations made against them.

Should it be determined that there were irregularities, it will be assessed whether they should be deemed minor transgressions or significant violations of ethical standards.

Situations deemed minor transgressions will be resolved in direct communication with the persons that committed the transgressions, without involving third persons, by:

- 1) notifying the author/reviewer that there had been a minor transgression, stemming from the miscomprehension or improper application of academic standards;
- 2) issuing a written warning to the author who committed the minor transgression.

Decisions related to serious violations of ethical standards will be made by the Editor-in-Chief, in cooperation with the members of the Editorial Board and editorial staff, and, if necessary, with a small group of experts. The measures that may applied in such a case include the following:

- 1) Publication of a statement or editorial describing the violation of ethical standards;
- 2) Sending an official notification to the author's/reviewer's administrator or employer;
- 3) Retracting the published paper, in accordance with Article 3 of the Rule Book;
- 4) Prohibiting the authors from submitting papers to the Journal for a certain period of time;
- 5) Informing relevant professional organizations and competent authorities about the case, so that appropriate measures may be taken.