Rwanda Journal
of Medicine and Health Sciences

Policy on the Use of Artificial Intelligence (AI) in Manuscript Preparation, Peer Review, and Editorial Processes

---

Background

This policy guides the ethical, transparent, and responsible use of artificial intelligence (AI) tools in all aspects of publishing in the ***Rwanda Journal of Medicine and Health Sciences (RJMHS)****, it refers to the* AJPP's Guidance on the Use of AI available at https://doi.org/10.4314/gmj.v58i1.1.These policies apply to all authors, reviewers, editors, and journal staff involved in manuscript preparation, submission, review, and publication.

1. For Authors

- Large Language Models (LLMs) such as ChatGPT or similar tools **do not meet authorship criteria** and may not be listed as authors.
- Authorship requires accountability, which cannot be applied to AI systems.
- Any use of AI tools in **content generation, data analysis, or drafting** must be **clearly disclosed** in the Methods section (or Acknowledgments if no Methods section exists).
- **AI-assisted copy-editing** (grammar, spelling, punctuation, readability, style) does **not require disclosure**, provided authors take responsibility for the final text.
- In all cases, **human authors remain fully accountable** for accuracy, originality, and integrity of the work.

Generative AI Images and Figures

- RJMHS **does not permit publication of AI-generated images, graphics, or illustrations**, due to unresolved copyright, integrity, and ethical concerns.
- Exceptions may be considered:
    - Images from licensed agencies with acceptable legal frameworks.
    - Images or videos directly referenced in articles specifically about AI, subject to editorial approval.
    - AI tools developed with verifiable scientific datasets, provided attribution and ethical compliance are ensured.

- **All permitted exceptions must be clearly labelled** as AI-generated in figure legends or captions.
- Text-based and numerical display items (tables, flowcharts, simple graphs) are not restricted, but if AI was used to manipulate or enhance such outputs, authors must disclose this in the caption.
- **Compliance and implications**
    - Failure to disclose AI use or misuse of AI (e.g., undisclosed AI-generated text, images, or peer reviews) may result in manuscript rejection, correction, or retraction.
    - Cases of misconduct will be escalated to authors' institutions in line with COPE guidelines.

2. For Reviewers

- Peer reviewers are selected for their expertise and remain fully accountable for their evaluations.
- Reviewers **must not upload manuscripts into generative AI tools**, due to confidentiality, data security, and reliability concerns.
- If a reviewer uses an AI tool in any way (e.g., for summarisation or cross-checking claims), this must be **declared transparently in the review report**.
- Review reports must **remain primarily human-authored, and AI cannot be used to replace critical analysis.**

3. For Editors

- Editors and staff may use AI for workflow support (e.g., plagiarism checks, metadata extraction, grammar correction).
- AI tools must not be used for editorial decision-making or independent peer review.

4. Policy Review

This policy will be **reviewed regularly** in line with best practices from leading publishers and other agencies (e.g., Springer Nature, COPE, ICMJE,) and adapted as the field evolves.