

Research and Evaluation Requests Involving UWS Medical Students

Aim of Policy

To review and provide advice for research and evaluation requests involving UWS medical students.

Background

Medical students are often asked to complete surveys and provide information for administrative, evaluation and research purposes, as well as to participate in interviews, focus groups and clinical research. When surveys and data collection are lengthy, poorly timed and provide little feedback, low response rates and poor quality research can result.

External Research Requests

To ensure that research conducted with UWS medical students is of high quality and does not impose unreasonable burdens on students and School staff, all researchers seeking to involve UWS medical students as research participants are required to submit a brief summary of their research for review by the School of Medicine Evaluation Committee (please use Template). This process is **in addition** to required ethical review processes.

The Committee will consider each request in conjunction with a checklist (see overleaf) which will be used as a basis for reporting to the School of Medicine Executive and to provide advice to the requester. Urgent requests may be considered out of session by email to the Chair of Evaluation Committee.

School of Medicine Research Requests

Evaluation activities conducted by the School for the MBBS program may be eligible for expedited review and approval under the H9989 approval *Connecting Up: A program of research to evaluate the UWS MBBS program*. For further information please contact the Chair of the Evaluation Committee.

Contacts

For further information contact the Chair, School of Medicine Evaluation Committee, Professor Wendy Hu w.hu@uws.edu.au

Please submit completed requests (please use template) to MedEvaluations@uws.edu.au

Research and Evaluation Requests Involving UWS Medical Students

All research involving UWS medical students must be reviewed by the School of Medicine Evaluation Committee, as well as approval by UWS Human Research Ethics Committee prior to commencement. Research conducted by external parties requires approval as per the *Research Conducted by External Parties Approval Policy* <http://policies.uws.edu.au/view.current.php?id=00173> Projects which require only medical student participation and have minimal resource implications can be approved by the Dean or their delegate, the School Evaluation Committee.

Requesters should provide information according to the checklist below to allow consideration of their request. This process is not intended to duplicate the usual peer review or ethical approval processes, but to ensure quality and feasibility of projects conducted within the School.

1. Date of request
2. Researcher name and affiliation
3. Contact details
4. Title of project
5. Participants e.g. Year, cohort
6. Recruitment method
7. What will participation involve for students? E.g. time required
8. Resources required or expected from SoM staff e.g. survey administration
9. Proposed timeline
10. Mandated by accreditation or university?
11. Ethical approval obtained? If yes, approving HREC
12. Plan for disseminating results
13. Copy of <ul style="list-style-type: none"> ○ Data collection instrument ○ Participant information sheet ○ Consent form

The Committee will review proposals and make recommendations according to:

A. Importance of research question to School of Medicine, including: <ul style="list-style-type: none"> a. Alignment with School of Medicine mission and strategic directions b. Quality of research or evaluation c. Expertise of research team
B. Feasibility of proposed methods
C. Impact on student learning

Recommendation:

1= Not Recommended

2 = Recommended

3 = Highly Recommended