

Quick Guide to External Allied Health Research Requests

Metro South Health encourages and supports research and research translation to improve health outcomes for consumers, with research collaborations and partnerships central to this goal. The purpose of the Quick Guide to External Allied Health Research Requests is to facilitate and support the management of requests from external organisations including Universities regarding research involvement to ensure appropriate research governance and accountability.

Background & General Research Processes

In order for an external research project to be conducted at a site in Metro South Health, ethical approval by the appropriate Human Research Ethics Committee is necessary, as well as Site Specific Assessment (SSA) approval. The SSA form documents all of the research governance arrangements for the research at a particular Metro South Health site. The SSA requires approval by the appropriate Metro South Executive Director and Director of Finance and/or other relevant parties. For more information on the SSA, please refer to the Researcher User Guide p.15

http://www.health.qld.gov.au/ohmr/documents/regu/resrch_user_guide_v1.pdf and the Guidelines for Metro South Human Research Ethics Review and Research Governance Submission p.8 http://www.health.qld.gov.au/pahospital/research/gov/docs/hrec_governance.pdf.

Research Involvement, Support, & Resources

There are many considerations when you are contacted by an external organisation for research support and/or involvement and these relate to ethics and the ethics and SSA processes. We encourage external researchers and research supervisors to make initial contact with the appropriate Heads of Department to commence negotiations related to research governance and support. All parties must understand the aim, design, and potential outcomes of the research and the support and governance required to ensure the project's success. All sites within Metro South Health have different demands and processes, so it is important to consult at the local level. This is particularly important when the principal investigator/s is not a Metro South employee. Please refer to Figure 1 for summary of the consultation process.

Some questions Heads of Departments and Managers may consider when managing requests include:

- What will Metro South Health involvement in the project include? Will involvement include providing access to participants only, collecting data, a joint research investigation (including input into the research concept, design, and project management), or the possibility of future partnerships (i.e., full collaboration and active involvement from project design to implementation and dissemination)?
- What is the potential for staff research capacity building? Can allied health clinicians be included in some way other than as data collectors?
- Does this project have a realistic time frame (in relation to other demands on the department/staff)?
- Who will be the principal/associate investigator from Metro South Health? If one of the investigators is a student, is there a Metro South Health site supervisor that has expertise in the research area and can oversee all aspects of the research?
- What resources are needed to support the project? To what extent does the project require financial resources, human resources, equipment and/or research infrastructures? Will the department be required

to provide or source funding and what in kind costs are provided? Is there funding available to meet these resource needs?

- What benefits are there for Metro South Health patients and/or staff? These may include provision of new equipment or resources and access to or training in innovative interventions.
- What other research is currently being undertaken in the health service or department and how would this impact on Metro South Health consumers and/or the clinical team/services? Will it impact on care / service provision?
- Other issues more specific to the ethics and SSA processes include authorship and intellectual property. Advice can be sought from the ethics committee and local research governance officer, where appropriate.

Further Advice and Support

For further advice and support in relation to any aspect of the consultation process, please contact the Centre for Functioning and Health Research team by submitting a request for assistance via our website <http://www.health.qld.gov.au/cfahr/html/request-support.asp> and/or the Research Workforce Development Officer, Rachel Elphinston via phone 3896 3069 or email Rachel.Elphinston@health.qld.gov.au.

Figure 1
Summary of Consultation Process

