Tel. 22582106(Direct); 22582972-74
Fax: 0091-11-22590495
Website: www.ucms.ac.in
UNIVERSITY COLLEGE OF MEDICAL SCIENCES
(UNIVERSITY OF DELHI)
DILSHAD GARDEN, DELHI - 110095

No.MC/RC/2011-12/

31 October 2011
Dated : .....

NOTICE

The project proposals / protocols for grant of **Intra-Mural Research Grant** (IMRG) are invited from the **Lecturers and Ist year Postgraduate students** to undertake minor/pilot research projects relevant to health sector, for the year 2011-2012.

The interested **1st year PG students/Lecturers** can send their protocols/projects latest by **15th November, 2011** as per the guidelines framed in this regard and which can be downloaded from the College website.

FAULTY I/C (RC)

Copy for information to:-

1. The Principal, UCMS & GTBH
2. The Medical Supdt., G.T.B. Hosptial, Delhi-110 095.
3. The Head, Deptt. of _____, UCMS & GTBH – with the request to circulate among the faculty members and 1st year postgraduate students
4. The Deputy Registrar, UCMS & GTBH
5. The Assistant Registrar (Accounts), UCMS & GTB Hospital, Delhi-95.
6. The Head, Department of BMI, UCMS & GTBH – with the request to upload in the College website
7. Notice Board

FACULTY I/C (RC)

UCMS

GUIDELINES FOR FRAMING THE PROTOCOLS FOR CONSIDERATION OF INTRA-MURAL RESEARCH GRANT COMMITTEE

Protocol summary.

Like the abstract of a research paper, the summary, should be no more than 300 words and at the most a page long (font size 12, single spacing). Provided preferably on a separate page, it should summarize all the central elements of the protocol, for example:

- the rationale
- objectives
- methods
- populations
- time frame

It should stand on its own.

Budget details

Introduction (Rationale & background information)

The Rationale specifies the reasons for conducting the research in light of current knowledge. It should include a well documented statement of the need/problem that is the basis of the project, the cause of this problem and its possible solutions. It should answer the question of why and what: why the research needs to be done (lacunae in the literature) and what will be its relevance. The magnitude, frequency, affected geographical areas, ethnic and gender considerations, etc of the problem should be included.

Review of Literature

A brief description of the most relevant studies published on the subject.

Search Strategy

Details of the strategy used to search the literature should be included:

- The data base(s) searched eg. PUBMED, INDMED, Cochrane reviews etc.
- The search terms used eg. If a study is being done on AFB in Sputum the search terms should include 'Mycobacterium tuberculosis', 'acid fast AND bacilli', 'sputum AND microscopy'.
- How the search was refined (electronic/manual)

Study goals and objectives

- Goals are broad statements of what the proposal hopes to accomplish. They create a setting for the proposal.
- Specific objectives are statements of the research question(s). Objectives should be simple, specific, and stated in advance (not after the research is done). After statement of the primary objective, secondary objectives may be mentioned.

Study Design

The scientific integrity of the study and the credibility of the study data depend substantially on the study design and methodology and should include:

- type of study, (eg., a study may be described as being a basic science research, epidemiologic or social science research, observational or interventional; if observational, it may be either descriptive or analytic, if analytic it could either be cross-sectional or longitudinal etc. If experimental, it may be described as a controlled or a non controlled study.)
- the research population or the sampling size,
- inclusion and exclusion criteria, withdrawal criteria etc.),
- Duration of the study

Methodology

The methodology section is the most important part of the protocol. It should include detailed information on:

- the interventions to be made
- Procedures to be used
- Measurements to be taken
- Observations to be made
- Laboratory investigations to be done Interventions should be described in detail, including:
- a description of the drug/device/vaccine that is being tested
- in social sciences eg. providing training/information to groups of individuals Procedures could be biomedical (collection of blood or sputum samples to develop a diagnostic test), or in the realm of social sciences (doing a questionnaire survey, carrying out a focus group discussion as part of formative research, observation of the participant's environment, etc.). Standardized and/or documented procedures/ techniques should be described and bibliographic references, if not provided earlier should be provided. Instruments which are to be used to collect information (questionnaires, FGD guides, observation recording form, case report forms etc.) must also be provided. In the case of a randomized controlled trial additional information on the :
    - Process of randomization and blinding
    - Description of stopping rules for individuals for part of the study or entire study
    - The procedures and conditions for breaking the codes etc.should also be described.

Data Management and Statistical Analysis

The statistical methods proposed to be used for the analysis of data should be clearly outlined.

Dissemination of Results and Publication Policy

The protocol should specify not only dissemination of results in the scientific media, but also to the community and/ or the participants, and consider dissemination to the policy makers where relevant. Publication policy should be clearly discussed- for example who will take the lead in publication and who will be acknowledged in publications, etc.

References- Vancouver system

Annexure:

Ethical considerations
Consent form
Study questionnaires, formats