



## CARDINAL HEALTH RESEARCH GRANT

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The research mission of the Operating Room Nurses Association of Canada (ORNAC) is to promote research activities and integrate research findings into Perioperative Nursing practice with the objective of improving or validating the quality of perioperative patient care. ORNAC, through its partnership with **Cardinal** Health, will provide financial support to build its research capacity by supporting new and established researchers.

Priority will be given to:

- Research initiated by Perioperative Registered Nurses that will enhance their ability to improve or validate perioperative patient care and outcomes
- Research that supports evidence-based decision-making, including the generation of information that could be used to support decision-making
- Proposals intended to have a major impact on Perioperative Nursing practice
- Research initiated by ORNAC members

Financial support will be provided for the following areas of research interest:

- Applied clinical research, including infection control issues in perioperative patient care
- Utilization research or reviews
- Efficacy, effectiveness, efficiency and outcomes of patient care
- Impact of change within the healthcare system on the RN role in perioperative nursing, including effects on the outcomes of care

The expected outcomes of the financial support will be:

- Increased knowledge about perioperative nursing practice
- Increased number of perioperative nurses conducting research
- Improved perioperative care
- Improved utilization of research into perioperative nursing practice

# CARDINAL HEALTH RESEARCH GRANT GUIDELINES

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## GRANT DESCRIPTION

The maximum amount of the Cardinal Health Research Grant will be \$5000 (Canadian) available each year. The amount of the research grant shall be at the discretion of the ORNAC Research Committee and shall not be subject to appeal. Only one application can be submitted per research project and the principle investigator must be involved in all phases of the project. While a research assistant can be hired, research work in its entirety cannot be contracted out. Depending upon the quality and applicability of the research question, research grants may not be awarded each year. The ORNAC Research Committee shall appoint independent proposal reviewers who have diverse backgrounds and expertise appropriate to the research priorities identified. The primary role of the independent reviewers is to review grant proposals and to make recommendations for funding. The Research Committee then reviews the graded proposals. Decisions of the ORNAC Research Committee are final, confidential and are not subject to appeal.

## POLICY AND PROCEDURE

1. The Research Chair shall advertise the Grant in the Canadian Operating Room Nursing Journal, on the ORNAC Website, and through the members of the ORNAC Executive and Board of Directors.
2. Grant forms/applications shall be available for downloading from the ORNAC Website. The Research Chair [research@ornac.ca](mailto:research@ornac.ca) can be contacted for further information and/or clarification and to obtain mailing address if necessary.
3. All research funded through ORNAC must receive ethics approval by an appropriate, recognized ethics review committee. Responsibility for such approval lies with the researcher, and must be in progress before applying for funding. All funding is subject to Research Committee receipt of such approval. The proposal shall identify from where ethics approval will be obtained and failure to provide satisfactory evidence of such approval shall result in the withdrawal of any awarded funding.
4. Letters of intent shall be submitted to the ORNAC Research Chair no later than **November 15<sup>th</sup>** annually. Mail, fax, and e-mail copies are acceptable.
5. Letters of intent will be reviewed by Research Committee members and applicants will be notified by **December 15<sup>th</sup>** regarding the suitability of their Letter of Intent and whether to submit a full application. Letters are reviewed to determine fit with the research priorities and relevance to the goals and objectives of ORNAC. Recommendation by the ORNAC Research Committee to submit a full application does not imply success in the Grant Application process.
6. Letters of intent should not exceed one-page in length (font of 12 and 2cm margins) and should briefly describe the proposed project. The letters should include:

- 6.1 Name, address, phone number, affiliation of principle investigator, and professional position
  - 6.2 Co-investigators, if any
  - 6.3 Title of project
  - 6.4 Brief summary of the purpose, rationale, and work plan
  - 6.5 Proposed duration
  - 6.6 Estimated budget (should not exceed \$5000 for the portion funded by ORNAC and Cardinal Health)
  - 6.7 Area of research priority as identified by ORNAC
  - 6.8 Any other funding sources for funds that are being requested or have already been awarded
7. Full applications must be submitted to the Research Chair to be received by **March 15<sup>th</sup>**. Applicants will be notified by May 15<sup>th</sup> regarding whether or not funding has been granted.
8. Application forms are available through the ORNAC Website <http://www.ornac.ca> or through the ORNAC Research Chair [research@ornac.ca](mailto:research@ornac.ca)
9. Four (4) copies of the application must be received by the ORNAC Research Chair by 15 March and the application must:
- 9.1 Be submitted on original application form typed in black letter quality font no smaller than 12 on 8.5 x 11 inch paper with one inch margins
  - 9.2 Include a publication quality summary of the project of no more than 150 words stating the question the research project is expected to answer
  - 9.3 Include proposal detail so as to clearly define the problem, purpose, specific research questions or hypotheses and the significance to perioperative nursing
  - 9.4 Include a brief review of the relevant literature on the subject with references attached and the significance of the project for perioperative nursing
  - 9.5 Include research methods including design, sampling procedures, data collection procedures and tools, data analysis plans, sample size, and subjects or data sources
  - 9.6 Include plans for the dissemination of the research results and how the results will be used to impact perioperative nursing and/or patient care
  - 9.7 Include letters of support from the researcher's colleague(s) or clinical program head and the institution where the research will be conducted
  - 9.8 Include a budget completed on the Budget Request Form with a statement to justify each of the budget items or lines requested with the budget justification to be no more than one page in length
10. Each investigator must supply one (1) page curriculum vitae (CV) which summarizes both research experience and the investigator's proposed contribution to the current project. Any CV longer than one page will only have the first page submitted to the reviewers.
11. Appendices may be attached but may not be circulated to the reviewers. Therefore, please ensure that your application itself contains all the information that is required for it to receive fair assessment.
12. Full proposals will be assessed for quality, significance, and feasibility and reviewers shall evaluate the full proposals on the basis of:
- 12.1 Excellence and scientific merit, including potential contribution to knowledge or practice

- 12.2 Appropriateness of conceptual framework and quality of research plan and methodology
  - 12.3 Competence and suitability of research team, including supervision if appropriate
  - 12.4 Degree of relevance to priority areas and anticipated benefit of proposed research to quality of care of perioperative patients
  - 12.5 Feasibility of carrying out project with the resources available, including facilities, access to patients (must include letters of support and/or permission)
13. Reviewers are asked to score proposals on each of the criteria and to provide brief justifying comments. The Research Committee will use the scores to help rank the proposals; however, they may take into consideration comments and other factors in making their final recommendations. The decision of the Research Committee is final and there is no appeal process.
  14. The Research Chair will notify Cardinal Health, and the ORNAC President and Treasurer of successful grant recipients. Contact information for the recipient will be provided to the ORNAC Treasurer by the Research Chair.
  15. The researcher will have up to three months to commence the research project and three months after the time frames identified in the research proposal to complete the project. Any exception to this policy requires the unanimous decision of the ORNAC Research Committee.
  16. Funding for the research project will be available upon approval of the project, providing all conditions mandated by the ORNAC Research Committee have been met.
  17. The ORNAC Treasurer will maintain a tally of funds provided and will release funds to the maximum awarded when he/she receives receipts for bills paid and/or invoices for work to be done. If invoices are submitted, subsequent receipts must be sent to the ORNAC Treasurer when the work is completed and paid for.
  18. Neither ORNAC nor Cardinal Health is responsible for any budget deficits.
  19. Funds may only be used for the purpose specified in the application and any unspent funds will revert to ORNAC. If the investigator is unable to carry out the proposed research as outlined in 11 or 12 above or otherwise, unspent funds will revert to ORNAC.
  20. Funding will not be provided to research projects which are funded by another agency or source.
  21. All funded research will be evaluated for compliance with the outcomes stated in the request for funding.
  22. Developmental grants are available to assist researchers who have questions that, if properly answered, will assist ORNAC to fulfill its research mandate. Researchers may require assistance from someone with special expertise, i.e. statistics or research methodology, in order to properly conduct their research.
  23. Research funding is available for developmental research projects that will enhance perioperative nurses' ability to provide care to their patients.

24. It is recognized that many researchers endeavour to incorporate research with their regular responsibilities, but often require additional assistance to complete some components of the research project. Therefore, funding is available for individual components of research projects providing the requests comply with ORNAC's research mandate and Grant Guidelines.
25. At its discretion, ORNAC's Award Committee may provide funding to purchase essential equipment required to conduct or complete research projects. The award is not intended for the purchase of computers, but may be used for the purchase of software. The principle investigator must confirm that separate resources are available for the ongoing operation and maintenance of any equipment purchased with research funding.
26. Funding will not be provided to replicate studies, unless it can be shown that the study will be of further benefit to perioperative nursing.
27. Details of successful research projects may be shared with the ORNAC Board, announced at national and/or regional conferences, published in CORNJ, and placed on the ORNAC website.
28. Intellectual property is deemed to belong to the author (principle researcher and co-investigators); however, the financial assistance of ORNAC and Cardinal Health must be acknowledged in any published papers, poster presentations or other presentations.
29. Data and data sets developed with the assistance of funding from ORNAC Awards Committee belong to the researcher, who is responsible for preserving the confidentiality of all data acquired and/or used during the research. All equipment purchased with funds from Cardinal Health Research Grants belong to ORNAC, but will remain in the possession of the researcher until the research is completed.
30. All successful applicants will be required to file a final report that includes the outcomes of the research, its applicability to perioperative nursing, plans for dissemination of the findings (including plans for publication and/or presentations), and an accounting of all expenditures.
31. Cardinal Health Research Grant recipients are required to submit an article describing their research and its results to the Canadian Operating Room Nursing Journal, the official publication of ORNAC. This submission will be subject to CORNJ editorial guidelines prior to publication.
32. ORNAC gratefully acknowledges the use of the Saskatoon District Health's Research Guidelines for Applicants and Application Form in the preparation of this document.
33. ORNAC gratefully acknowledges the use of the Anemia Institute for Research and Education Research and Development Letter of Intent form in the preparation of this document.

# CARDINAL HEALTH RESEARCH GRANT APPLICATION

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(AWARD MAXIMUM OF \$5,000)

## 1. Applicant

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Surname  Given Name

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Department  Agency/Affiliate

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Mailing Address  Phone Number

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Fax  E-Mail Address

## 2. Project Title

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## 3. Name(s) of Co-Investigator(s)

Co-investigators Name(s)  Agency/Affiliate/Faculty/Organization

Signature:

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**Principal Investigator**

## 4. Letters of support are attached from:

4.1 Researcher's Director or Clinical Program Head  Yes

4.2 Institution where the research will be conducted  Yes

## 5. Summary of Project Goals & Plan - State the question you expect your research to answer in 150 words or less (attach).

## 6. Detailed Proposal - See Section 9 of the Guidelines for Applicants

- Attach a maximum of 1 page

**7. Role of the Principal Investigator and Other Members of the Team**

- Identify the skills that you and your team members bring to the project, and explain why you feel you will be successful in completing the project.

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**Provide a list of Other Funding Sources:**

**8. Provide a list of any Other Funding Sources**

- Current grants held including project title, all investigators and amount of award.
- All outstanding applications including project title, all investigators and amount of award.

**9. Funding Requested**

- Use the ORNAC Research Development Fund budget form (attached) to itemize your estimated expenses and on a separate **one** page provide a statement to justify **each** budget item.

**10. Previous Year's Grant Holders**

- Provide a one page (maximum) status report on project and anticipated completion date.

**11. Ethics Review** (See Section 3 of the Guidelines for Applicants)

- Attach a Certificate of Approval from a recognized research Ethics Committee.
- If Ethics Approval is in progress, indicate the date by which such approval is anticipated.

## CARDINAL HEALTH RESEARCH GRANT BUDGET REQEUST FORM

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<b>Expenditure</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Salaries		\$	\$
Research Assistance			
Secretarial & Clerical			
Consulting Fees			
Literature searches			
Co-investigator meetings			
Stakeholder Interviews			
Stipends paid to research subjects			
Researcher release time			
Computing Services			
Research supplies (Attach Details)			
Rental/Purchase software			
Telephone and Fax			
Postage			
Reprint costs			
Printing, photocopying for surveys, etc.			
<b>Total</b>		\$	\$