**EMDRC.A | RESEARCH SUMMARY**

The purpose of the summary review is to allow the Emergency Medicine Division Research subcommittee (EMDRC) to evaluate the feasibility and appropriateness of research projects prior to formal proposal evaluation. **All research being conducted within EMCT should be approved by the EMDRC prior to ethical review**. Approval of a research summary must precede submission of a full proposal. The summary should be submitted by the student for degree related research, or the principal investigator for non-degree research. A motivation to waive the summary phase can be made by direct application to the EMDRC chair from the principal investigator or primary supervisor of student research.

Please note that **all fields of the EMDRC.A form are compulsory**. If you do not complete the form properly and in sufficient detail, it is likely that your submission will be rejected and you will have to resubmit to EMDRC. This can result in substantial delays. It is therefore in your interest to ensure that the form is completed fully and in detail before submission.

**Submission instructions**

1. Save your document as a word document titled EMDRC.A Your last name.
2. Submit the form here: <http://www.emergencymed.uct.ac.za/em/emdrc/summary>
3. Incomplete forms will be returned to you for completion before processing and will result in delays.
4. If you have supervisors listed, they will be contacted to confirm that they are aware of the submission.

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| --- |
| **About the principal investigator or student:** |

Name and surname:

Email address:

For degree:  Highest qualification:

*(Note: For PhD research, please use the PhD specific EMDRC.A form)*

Primary affiliation:  Specify if other affiliation:

Which of the following research methodology courses have you successfully completed:

[ ]  None [ ]  MPhil CRM1 [ ]  MPhil CRM2 [ ]  Qualitative research methods course

[ ]  Coursera “*Understanding clinical research methods*” course

[ ]  Other:

**About the research team:**

DEGREE RESEARCH: List your supervisors and co-supervisors. The first listed must be your primary supervisor, and must have the same institutional affiliation as you.

NON-DEGREE RESEARCH: List all collaborators, at least one of which must be affiliated with either SU or UCT if you are not. You may be required to sign a data share agreement prior to final EMDRC approval being granted.

[ ]  No supervisors or collaborators identified yet

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| --- | --- | --- |
| **Name** | **Affiliation** | **Highest qualification** |
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**About the project:**

**Project title:**

Submission chronology:

Problem statement (provide a brief background to the research project).

*Word limit: 250 words*

Research question/aim (Quantitative), or research statement (Qualitative).

*Word limit: 50 words*

Please list the specific study objectives that will address the research question or aim.

*Recommend 3-5 (max) objectives per study*

*This box to be completed by EMDRC Reviewer:*

*Reviewers name:*

*Comment on study title, research question and objectives.*

**Methodology:**

State the proposed study design:

(*Optional*) If this study is a sub-study of a larger project, uses a sub-set of existing data from a larger project, or fits into a broader research programme, please outline that here.

*Word limit: 250 words*

Describe your study population, proposed sampling strategy, and considerations of sample size and power.

*Word limit: 250 words*

Briefly describe (point form is acceptable) the proposed data collection methods, including the study site/s, data sources, data to be collected, and procedures you will follow to collect the data.

*Word limit: 300 words*

Give a brief indication of your proposed data analysis plan, indicating the analysis technique/s you will use relative to the type/s of data you will have.

*Word limit: 250 words*

If the proposed study uses methodology in which you are not trained, please describe how this will be addressed before commencing the study.

*Word limit: 250 words*

*This box to be completed by EMDRC Reviewer:*

*Comment on study methodology.*

*The scope and size of the project is appropriate for the intended degree:* *[ ]  N/A* *[ ]  Yes* *[ ]  Unsure* *[ ]  No*

[ ]  *The POPI Act is relevant to the recruitment or data collection strategy outlined in this study and must be considered by the research team.*

[ ]  *The quality of the methods and design suggests this researcher needs further research training in* .

Briefly outline the primary ethical considerations that will be addressed in the proposal.

*Word limit: 250 words*

Briefly describe the facility or other approvals that you will need for this study, and whether or not preliminary approval has been discussed.

*Word limit: 250 words*

*This box to be completed by EMDRC Reviewer:*

*Comment on the ethical considerations and other approval issues.*

Please list the items that will be included in your budget for this study. If you are able to include an approximate indication of costs at this stage, please do so.

*Word limit: 150 words*

What is the source of funding to cover the costs listed above?

*Word limit: 50 words*

*This box to be completed by EMDRC Reviewer:*

*Comment on the feasibility of the study with respect to cost and available funding.*

Briefly comment on the expected impact of this study, and how it will contribute to the development of African emergency care and the Division’s transformation agenda.

*Word limit: 250 words*

Outline your proposed timeline, including all approvals.

*Word limit: 200 words*

*This box to be completed by EMDRC Reviewer:*

*Comment on the relevance to the field of emergency care, global or local impact, and alignment with Division’s research focus areas.*

*The research findings are likely to be publishable: [ ]  Yes [ ]  Unsure [ ]  No*

*Comment on the strengths and/or limitations of this research.*

*Comment on the feasibility of the proposed timeline.*

*Comment on the language and writing.*

*Do you recommend Writing Centre support? [ ]  Yes [ ]  No*

**Recommendation following review:**

*This box to be completed by EMDRC Reviewer:*

*Please indicate your recommendation for this summary:*

*[ ]  Revise & resubmit for review at EMDRC meeting*

*[ ]  Substantial revisions to the satisfaction of the EMDRC Chair, and move forward to proposal*

*[ ]  Address comments to the satisfaction of research supervisors, and move forward to proposal*

*[ ]  This project may be fast-tracked to HREC submission if no other restrictions apply*

*Additional comments for researchers:*

*Please address confidential comments directly to the EMDRC chair on submitting your review.*

*This box to be completed by EMDRC Chairperson following meeting:*

**Final decision by EMDRC:**

*Additional comments by the EMDRC Chairperson:*

*Chairperson: Dr Colleen Saunders*

*Meeting date:*