

# General Surgery Research Coordinators

Andrea Mitchell & Chadia Elkhatib

Prepare research proposal



## We can assist you with:

- Performing literature searches
  - Develop a search strategy
  - EndNote software
    - Manage references
    - Search online databases
    - Organize
    - Share
    - Journal match

# Grants

Source	Award Title	Amount	Deadline	Duration
ACS	Resident Research Scholarships	\$30,000/ year	Sep 1, 2016	2 years
Lawson	IRF: Studentship	\$15,000	Spring: May Fall: October	1 year
PSI Foundation	Resident Research Grant	Up to: \$20,000	<u>Within 6 months</u>	1 year
Western University	Department of Surgery RRG	Up to: \$5,000	Sep 26, 2016	2 Years
CAGS	Canadian Surgical Research Fund Grants	\$10,000	June / July each year	1 year
CSCRS	Operating Grant	\$10,000	June	1 year
SUS	Resident Scholar Award	\$ 30,000	May	1 year
Royal College	Medical Education Research Grant	\$5,000 - \$50,000	March	3 years max

- Submitting and maintaining Research Ethics Board applications and revisions
  - ROMEO (Western's online ethics submissions portal)
    - <http://www.uwo.ca/research/services/ethics/romeo/>
    - Complete and submit the ROMEO New Investigator Form
    - You will receive an email prompting you to set your password
    - Add research coordinator (team members info section)
    - Fill out required information using your protocol
    - Submit
    - Wait for approval before you start your project

- Coordinating clinical trials
  - Screening & recruiting
    - Inclusion and exclusion criteria
  - Obtaining voluntary informed consent from subjects
    - Initialing the bottom of every page
    - Print, sign and date (patient & resident/coordinator)
    - Was the participant assisted?
    - Patient copy

- Maintaining clinical research databases i.e. REDCap
- Collecting and entering data (chart reviews)
  - PowerChart
  - Medical Records
- Maintaining study files

- Publish your work:
  - Select a journal:
    - <https://www.journalguide.com>
    - EndNote
  - Edit
  - Format
  - Submit manuscripts to journals
- Conducting scoping reviews, systematic reviews and meta-analyses
- Other research related duties as required....

# Contact Information

E-mail:

Andrea Michell

Andrea.michell@lhsc.on.ca

Chadia Elkhatib

Chadia.elkhatib@lhsc.on.ca

Extension: 32679

Room Number: B8-005