



Call for Proposals #2012-1

Background

The mission of APPD LEARN is to conduct meaningful educational research that advances the training of future Pediatricians by developing and promoting participation and collaboration in research by Program Directors (PD) for the purpose of improving the health and well-being of children.

APPD LEARN advances its mission through activities which include managing a collaborative research network of Pediatric Programs working together to conduct multi-site studies of educational methods and instruments, and maintaining an online repository of educational research study materials, raw data and findings for dissemination to APPD members and collaborators.

This Call for Proposals invites APPD programs to submit educational research projects involving primary data collection from APPD LEARN member sites. A separate "APPD LEARN Data Request" process is also available for investigators seeking to obtain existing APPD LEARN data sets for new analyses.

Eligibility

Any APPD LEARN member program is eligible to submit a research proposal. APPD member programs that are not already APPD LEARN member programs must join APPD LEARN before or at the time of submission of a research proposal. Proposals may include collaborators who are not members of APPD LEARN, but an APPD LEARN member program must be the lead site for the proposal.

Proposals from APPD LEARN member programs may designate any affiliated faculty member(s) of any rank as project investigators, including principal investigator. However, all proposals must be approved by the PD and Department Head of the member program, and

should be submitted by the program's APPD LEARN liaison. It is expected that the PD or Associate Program Director (APD) will be a co-investigator on proposals.

All studies that collect data through APPD LEARN are required to deposit their approved protocols and data into the APPD LEARN data repository in order to make them available to future investigators. Publications arising from APPD LEARN studies must acknowledge APPD LEARN, and their manuscripts must be submitted to APPD LEARN for archiving alongside the study data.

Proposal format

Proposals should include the following components, combined into a single PDF file in the order listed. All components should be formatted in 11 point Helvetica or Arial font, single-spaced, and with margins of at least 0.5 inches on all sides. Proposals should be 5-10 pages in length, not including face page or appendices, and should consist of:

- **APPD LEARN Proposal Face Page.** This should be downloaded from <http://learn.appd.org> (Propose a Study / Proposal Format area), filled out, signed, and scanned.
- **Specific Aims (1 page limit).** Include the research question to be answered and/or hypotheses to be tested.
- **Background and Significance (2 page limit).** Explain why the research question is important, and how this study will add to existing literature in the area of the research question. In reviewing the literature, be selective, rather than exhaustive, favoring the most important previous work.
- **Data Collection (2 page limit).** Describe the data collection requirements. What will each participating program have to do to collect data? (Include specific instruments in the Appendix described below). When and how often will data collection occur at each program?
- **Programs and Sample (2 page limit).** Describe the number and nature of programs and/or residents to be involved, and justify these choices. Explain any inclusion, exclusion, or selection criteria to be used for sampling programs or residents.
- **Data Analysis (2 page limit).** Describe the plan for analysis of the data obtained. Organize the plan by each research question to be answered or hypothesis to be tested.
- **Investigators (1 page limit).** List the proposing principal investigator and other investigators. For each, briefly list their qualifications and explain their role in the project.
- **Support Obtained or Needed (optional, 1 page limit).** If the project has obtained internal or external support, describe it here. If the project requires resources other than data collection sites, not available at the proposing program, please explain them here. Examples might include technological support, human resources, etc. Proposals that require substantial resources may not be feasible for APPD LEARN without outside support.
- **Appendices (no page limit):**
 - Copies of all study instruments

- Biosketch of principal investigator (National Institutes of Health format encouraged, see: <http://grants.nih.gov/grants/funding/phs398/biosketch.doc>)
- If Institutional Review Board (IRB) approval has already been obtained at the member program (as the project's lead site), include a copy of the approval or exemption letter. IRB approval or exemption will be required before the project can begin, but need not be obtained before submitting the proposal; APPD LEARN staff will assist in the IRB application for successful proposals.

Submission instructions

Compile the components of the proposal into a single PDF file, named for the submitting investigator and the month and year submitted (e.g. Schwartz-10-2012.pdf) and email the complete proposal to: LEARNProposals@appd.org.

You may email proposals at any time, and they will be held for the next review cycle.

Review process

Proposals are reviewed three times per year by the APPD LEARN Proposal Review Committee (PRC) and APPD LEARN Director. Specific review cycle dates will appear on the APPD LEARN web site (<http://learn.appd.org>).

Criteria applied by the APPD LEARN PRC will include:

- Significance of the research question (including importance for Pediatric GME or medical education)
- Quality of the research plan (including study design, instrumentation, data analysis)
- Feasibility for APPD LEARN

Each proposal will be assigned a primary reviewer and at least two secondary reviewers. Reviewers will write narratives about each criterion and will assign each proposal an overall rating of excellent, very good, good, fair, and poor.

The Committee may make comments or suggest modifications to proposed studies to enhance any of these components. Committee recommendations are advisory. Final decisions about proposal approval or rejection will be made by the APPD LEARN Director.

Post-review processes

Each study using the APPD LEARN network will have an ad hoc project oversight committee, composed of the project principal investigator, APPD LEARN Director, APPD LEARN Project Manager, and other members selected by the principal investigator and APPD LEARN Director. These committees will hold regular (biweekly or monthly) conference calls during the period of the study.

After formation of the oversight committee, the APPD LEARN Director and APPD LEARN Project Manager will assist in sampling and enrollment of APPD LEARN member sites into the study protocol and will work with participating sites to obtain IRB approval prior to data collection.

Contact Information

For further information, contact:

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APPD LEARN Website: <http://learn.appd.org/>