Content Current - In Review

Metro North Hospital and Health Service *Putting people first*

Metro North Research

Procedure

Effective from: December 2019
Review date: December 2020

Research: Responsible reporting [PROC004417]

Purpose and intent

In accordance with the *Australian Code for the Responsible Conduct of Research* (the Code), researchers within Metro North Hospital and Health Service (Metro North) will undertake to responsibly communicate and disseminate the outcomes of all research undertaken within its facilities to contribute to the collective knowledge base and to extract maximum benefit from the research activity for the health service and the academic community.

The overarching purpose of research is to generate new knowledge that leads to benefits for effective and efficient delivery of quality patient care. Those who undertake research within the HHS have a responsibility to undertake informed, well designed and executed research that addresses knowledge gaps and generates outcomes that have potential to be translated into health care advances. There is an obligation to publish research outcomes and disseminate results of research to a wide range of relevant audiences including academic peers, the health sector and the community.

This procedure outlines the principles and processes for responsible and complete reporting of all research undertaken by Metro North researchers.

Scope and target audience

This procedure/protocol/guideline applies to:

- all Metro North clinical and non-clinical staff (permanent, temporary and casual) and all organisations and individuals acting as its agents (including Visiting Medical Officers and other partners, contractors, consultants and volunteers)

- all settings across the health continuum including community, primary, acute, rehabilitation and residential care health services within Metro North

- all students, honorary appointments, collaborators and visitors who undertake research projects or programs within Metro North.

Procedure

Metro North will provide training and education resources to support researcher competency in quality use of appropriate research designs, research processes, data management and analysis protocols. Please refer to the Metro North Research Education website for details of the Research Education Calendar

Metro North researchers will utilise appropriate research design, project management and data analysis methodologies to ensure quality research study outcomes. Metro North will provide access during all stages of research; from design, execution, analysis and reporting, to biostatisticians to ensure appropriate use of statistical methodologies. The QIMR Statistical Support service is available to Metro North researchers.

Metro North research projects will address important knowledge gaps identified through systematic review of existing research evidence and activity repositories.

- Researchers will consult Clinical Trial Registries and the PROSPERO repository for systematic review protocols.
- Researchers will register their research activities on appropriate public access registries, such as Clinical Trial Registries and/or the Queensland Health Database of Research Activity (DORA).
- Metro North Researchers will access the advanced Librarian services available across the HHS for literature and research skills support.

Research studies undertaken within Metro North will be completed, analysed and submitted for publication in scientific and medical journals or online research repositories, considering research collaboration agreements that are in place for the study.

Research methodologies, research results and limitations will be described in appropriate and sufficient detail to enable the study to be repeated by other researchers skilled in the field.

Metro North researchers who review or edit research reports adhere to rigorous and fair assessment of research articles submitted for publication by other researchers.

It is acknowledged that in some circumstances, barriers to reporting research outcomes arise. Restrictions may be placed on the scope, authority and timing of publication of some industry and pharmaceutical research outcomes due to considerations relating to intellectual property value and commercial interests in externally sponsored clinical trials or collaborative research agreements.

Current journal practices favour publication of positive and novel research outcomes which can create barriers to publication of research studies that do not achieve significance in the primary outcome envisaged in the research design. Motivation to report outcomes of studies that do not proceed to plan or deliver negative or inconclusive results may be reduced for various reasons (time pressures, new priorities, no benefit to reputation, low impact publication opportunities).

Despite these issues, reporting of negative or inconclusive study outcomes can inform research design issues or practical factors that influence capacity to complete a study protocol enabling experiential learning by researchers and by others. Such reporting of negative or inconclusive results or uncompleted studies serves to prevent wastage of research resources and potentially re-investment by others in potentially futile research applying similar methodologies within comparable contexts.

Partnering with consumers

The active involvement of consumers and community members in health and medical research benefits the quality and direction of research. Consumer and community involvement is about research being carried out with or by consumers and community members rather than to, about or for them.

Patients and family members are to be encouraged and given the opportunity to ask questions, clarify information and actively participate in the development and communication of research. Staff are responsible for providing information in a way that is understandable and that meets their needs and are to check consumer's understanding of discussions.

Refer to the NHMRC Statement on Consumer and Community involvement in Health and Medical Research for further guidance on research with consumers.

Aboriginal and Torres Strait Islander considerations

The National Health and Medical Research Council (NHMRC) provide Ethical conduct in research with Aboriginal and Torres Strait Islander Peoples and communities: Guidelines for researchers and stakeholders 2018 and Keeping research on track II 2018 as ethical guidelines for research with Aboriginal and Torres Strait Islander Peoples. These documents should be read alongside the Guidelines for Ethical Research in Australian Indigenous Studies 2012.

The Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS), The Lowitja Institute and the Queensland Aboriginal and Islander Health Council QAIHC provide further resources.

There is currently no certified Aboriginal and Torres Strait Islander Human Research Ethics Committee (HREC) in Queensland. You may wish to contact one of these HREC's for more information:

- Australian Institute of Aboriginal and Torres Strait Islander Studies Research Ethics Committee
- Aboriginal Health & Medical Research Council Ethics Committee (NSW)
- Aboriginal Medical Service Western Sydney Ethics Committee (NSW)
- Human Research Ethics Committee for the Northern Territory Department of Health and Menzies School of Health Research
- Aboriginal Health Research Ethics Committee (SA)
- Western Australian Aboriginal Health Ethics Committee

Refer to the *Metro North Better Together Plan* or the *Queensland Health Aboriginal and Torres Strait Islander Cultural Capability Framework 2010-2033*

Legislation and other authority

Australian Research Council Act 2001 (Cth)

Circuit Layouts Act 1989 (Cth)

Copyright Act 1968 (Cth)

Designs Act 2003 (Cth)

Financial Accountability Act 2009 (Qld)

Financial and Performance Management Standard 2009 (Qld)

Guardianship and Administration Act 2000 (Qld)

Health Services Act 1991 (Cth)

Hospital and Health Boards Act 2011 (Qld)

Human Rights Act 2019 (Qld)

Industrial Relations Act 1999 (Qld)

Information Privacy Act 2009 (Qld)

Mental Health Act 2016 (Qld)

National Health and Medical Research Council Act 1992 (Cth)

Patents Act 1990 (Cth)

Public Governance, Performance and Accountability Act 2013 (Cth)

Public Health Act 2005 (Qld)

Public Interest Disclosures Act 2010 (Qld)

Public Records Act 2002 (Qld)

Public Sector Ethics Act 1994 (Qld)

Public Service Act 2008 (Qld)

Therapeutic Goods (Medical Devices) Regulations 2002 (Cth)

Therapeutic Goods Act 1989 (Cth)

Therapeutic Goods Regulations 1990 (Cth)

Trade Marks Act 1995 (Cth)

Transplantation and Anatomy Act 1979 (Qld)

Work Health and Safety Act 2011 (Qld)

Workplace Health and Safety Act 1995 (QLD)

Related documents

Metro North Research Policy (POL004365)

Research: Monitoring (PROC004412)

Research: Financial management (PROC004413)

Research: Conflict of interest (PROC004414)

Research: Intellectual Property (PROC004415)

Research: Authorship (PROC004416)

Research: Responsible reporting (PROC004417)

Research: Honorary Appointments, Research Students and Visitors (PROC004418)

Research: Partnership and collaboration (PROC004419)

Research: Gender equity (PROC004420)

Research: Complaints and breaches of the Code (PROC004421)

Appendix 1- Definition of terms

Term	Definition
Author	An individual who has made a significant intellectual or scholarly contribution to research and its output and who has agreed to be listed as an author.
Authorship	Authorship refers to the attribution of contributors to academic publications. Authorship must be determined based on substantial scholarly contributions.
Breach	A failure to meet the principles and responsibilities of the Code. May refer to a single breach or multiple breaches.
Code, the	The *Australian Code for the Responsible Conduct of Research, 2018* (the Code) establishes a framework for responsible research conduct that provides a foundation for high-quality research, credibility and community trust in the research endeavour.

	https://www.nhmrc.gov.au/about-us/publications/australian-code-responsible-conduct-research-2018
Collaboration	A working relationship between researchers who together engage in research. A collaboration may occur between researchers internal or external to the one organisation and may be guided by formal agreements for a specific project.
Collaboration Agreement	An agreement made between Metro North and another entity for the purpose of performing research. For clarity, this definition does not include an employment agreement with an employee of Metro North.
Confidential Information	Confidential Information means any information that— (a) is about a person who is receiving or has received a public sector health service; and (b) could identify the person. *Hospital and Health Boards Act 2011* (Qld)
Conflict of Interest	A conflict of interest exists in a situation where an independent observer might reasonably conclude that the professional actions of a person are or may be unduly influenced by other interests.[1] Where a person's individual interests or responsibilities have the potential to influence the carrying out of his or her institutional role or professional obligations in research; or where an institution's interests or responsibilities have the potential to influence the carrying out of its research obligations.
Contributor	A person, body or institution who has enabled the research to be completed either through provision of facilities, funding, data collection and management, supervision, mentorship, statistical support, technical writing who has not made other contribution that would constitute authorship as defined in this document.
Coordinating Principal Investigator (CPI)	The Investigator responsible for coordinating a multi-centre research study, and the submission and communication of all subsequent requests and notifications to the site PIs and Reviewing HREC. The CPI and their team are responsible for coordinating the HREC applications and correspondence throughout a multi-centre study, on behalf of the Accepting PIs for which the CPI is responsible. For single site studies the terms Coordinating Principal Investigator, Coordinating Principal Researcher, Site Principal Investigator and Principal Investigator are all synonymous.
Corresponding Author	The author who is, as agreed by all co-authors, responsible for communication between the publishers, managing communication between the co-authors and maintaining records of the authorship agreement.

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[1] Australian Code for the Responsible Conduct of Research 2018. National Health and Medical Research Council, Australian Research Council and Universities Australia. Commonwealth of Australia, Canberra.

Ethics	The concepts of right and wrong, justice and injustice, virtue and vice, good and bad, and activities to which these concepts apply.
Facility	The site at which the research is performed or the researcher is engaged.
Facility Executive Director	The executive officer of the Facility. At any time, the Chief Executive may step into the role described for the Facility Executive Director.
Final Report	A report submitted by the Coordinating Principal Investigator (CPI) to relevant governing bodies at the completion of a research project documenting the final project outcomes.
Intellectual Property	All rights in Australia or any other jurisdiction resulting from intellectual activity in the medical, industrial, scientific, artistic and literary fields, including any rights in, or rights to registration of: Works under the *Copyright Act 1968* (Cth) Designs under the *Designs Act 2005* (Cth) Inventions under the *Patent Act 1990* (Cth) Trade Marks under the *Trade Marks Act 1995* (Cth) Circuit layouts or integrated circuits under the *Circuit Layouts Act 1989* (Cth) Confidential information at common law and equity.
Journal article	A report on research outcomes made available to the public via submission and acceptance in a scientific journal involving a process of peer review and/or editorial review.
Metro North	Metro North Hospital and Health Service
National Statement, the	The *National Statement on Ethical Conduct in Human Research (2007)* (Updated 2018) consists of a series of guidelines made in accordance with the *National Health and Medical Research Council Act 1992*. The National Statement is intended for use by: • any researcher conducting research with human participants; • any member of an ethical review body reviewing that research; • those involved in research governance; and • potential research participants. https://www.nhmrc.gov.au/about-us/publications/national-statement-ethical-conduct-human-research-2007-updated-2018
NHMRC	National Health and Medical Research Council
Participant	A person who is a subject of research or whose data is collected, used or disclosed in the course of research.

Partnership	A research partnership involves engagement between two or more organisations who share a common purpose and whose researchers and decision-makers work collaboratively together to create better health services and health outcomes through generating or sharing research knowledge. Partnerships may involve organisations from different sectors; health service, academia, industry or non-government organisations.
Patient	An individual who receives, or has received, care treatment or other services through a Metro North facility.
Peer Review	The impartial and independent assessment of research by others working in the same or a related field.
Preliminary Assessment	Used to describe the gathering and evaluating of evidence to establish whether a potential breach of the Code warrants further investigation.
Principal Investigator (PI)	The nominated delegate with primary responsibility and accountability for a research project. For multi-centre studies the PI may be known as the Accepting PI if they do not have CPI responsibilities. For single site studies the terms Coordinating Principal Investigator, Coordinating Principal Researcher, Site Principal Investigator and Principal Investigator are used interchangeably. See also Coordinating Principal Investigator (CPI).
Publication	Dissemination of findings, whether in hardcopy, electronic or other tangible form, including: refereed and non-refereed books or journals; web-pages; eLearning resource packages; conference presentations, papers, proceedings, posters and abstracts; films; professional and institutional repositories; and patents, registered designs and intellectual property. A publication may be unsolicited or invited and may entail a primary research report or a review of previously published literature. A publication can also take the form of publication in an online platform or published proceedings of an organisation meeting or conference. Information submitted for publication must be an accurate representation of the research.
Record	Recorded information created or received by an entity in the transaction of business or the conduct of affairs that provides evidence of the business or affairs and includes: • anything on which there is writing • anything on which there are marks, figures, symbols or perforations having a meaning for persons, including persons qualified to interpret them • anything from which sounds, images or writings can be reproduced with or without the aid of anything else, or

	• a map, plan drawing or photograph.
Research	The original investigation undertaken to gain knowledge, understanding and insight. The concept of research is broad and includes the creation of new knowledge and/or the use of existing knowledge in a new and creative way so as to generate new concepts, methodologies, inventions and understandings. This could include synthesis and analysis of previous research to the extent that it is new and creative.
Research Collaboration Agreement (RCA)	An agreement made between Metro North and another entity for the purpose of determining those party's roles in Collaboration on Research. For clarity, this definition does not include an employment agreement with an employee of Metro North.
Research Ethics	Ethics as it applies to research with particular consideration of research risks and benefits as well as protection of the rights and safety of the community and research participants.
Research Output	A research output communicates or makes available the findings of research that may be in hardcopy, electronic or other form. Examples of research outputs include journal articles, book chapters, books, conference papers, reports, datasets, patents and patent applications, performances, videos and exhibitions.
Research Student	An individual enrolled in a course of study with a recognised research or teaching institution and may include: • Students enrolled in honours, research masters or doctoral program, or any substantial postgraduate research project or dissertation with a University. • Volunteer medical, nursing or allied health students gaining research experience.
Researcher	A person(s) who conducts, or assists with the conduct of, research.
Scholarly and Academic Works	Copyright works that are intended for publication in order to further community knowledge of a certain phenomenon or area of study excluding any Teaching Materials.

Document history

Author	Executive Director Research, Metro North
Custodian	Executive Director Research, Metro North
Compliance evaluation and audit	Summary data of research outputs will be reported to the Executive Director, Research Metro North

Replaces Document/s	PROC004411 V1.0
Consultation	**Key stakeholders** HREC Chair and Administrator Research Governance Officers (RGO) RBWH Executive Director of Research Director of Research and Education, Redcliffe **Broad Consultation** Metro North Aboriginal and Torres Strait Islander Unit Metro North Information Technology Metro North Nursing and Midwifery Metro North Allied Health Metro North Medical Services Metro North Finance Metro North Workplace Health and Safety Metro North Legal Unit Metro North Risk and Compliance Officer Metro North Emergency Medicine and Access Coordination Stream Clinical Operations Strategy Implementation Unit Clinical Directorate Safety and Quality Units Clinical Skills Development Centre
Marketing Strategy	A Policy, Procedure and Protocol Staff Update will be published online each month to update staff of all new and updated policies, procedures and protocols. This update will be emailed to all Safety and Quality Units in each clinical directorate and a broadcast email sent to all Metro North staff with a link to the published update.
Key words	Responsible, reporting, research, publication, outcomes, journal, peer review, publish

Custodian Signature   Date

Executive Director, Research, Metro North Hospital and Health Service

AUTHORISATION

Authorising Officer Signature   Date

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The original signed version is kept in file at the Metro North Office of Research, Metro North.

AUTHORISATION