



**Texas Children's<sup>®</sup>**

## **The Center for Nursing Research, Innovation and Quality at Texas Children's Hospital**

### **Grant Process**

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# Goals

- To create clinical nurse led teams to answer research questions, evaluate quality programs or discover innovative care.
- The teams will spend 6-12 months to conduct research, innovation or quality improvement programs in collaboration with nurse scientists, subject matter experts, mentors and leaders.
- The outcome of the inquiries will be to advance nursing science by sharing knowledge with presentations and published scholarship.

# Eligibility

- You **must** be a registered nurse, in a staff nurse role, working at least 20 hours per week as a permanent benefits-eligible employee at TCH. Part-time nurses are encouraged to work collaboratively with a full-time nurse.
- Registered nurses currently enrolled in a doctoral program or at the post-doctoral level are not eligible yet are encouraged to be active team members.
- Team members **may** consist of clinical nurses, APRN and other multidisciplinary healthcare professionals. The PI has to be someone who has the credentials and knows protection of human subjects and research process
- Each team **should** include a
  - Staff nurse as **team leader / thought leader but not necessarily the PI**
  - Nurse scientist consultant (**may be the PI**)
  - Nurse scholar mentor (**may be the PI**)
  - Subject matter expert as indicated.
  - Statistical support will be reviewed during the development process.

# IRB and your proposal

- It is not necessary to have Institutional Review Board (IRB) approval prior to proposal submission.
- All funded research proposals must be reviewed and approved by the IRB before the study is conducted.
- Additionally, participating in research studies requires the completion of the on-line educational program, the Collaborative Institutional Training Initiative (CITI) (<http://www.citiprogram.org>), (this should be considered in the timeline).
- Please review the Clinical Scholarship Procedure in Policy Tech for additional guidance on research participation.

# Clinical Nurse Scholar Mentor

- Each team is required to have a clinical nurse scholar mentor to provide guidance and oversight, and to enhance the rigor of the investigation.
- The clinical nurse scholar mentor must have a PhD or DNP; a team-based mentoring approach consisting of PhD and DNP prepared nurses is encouraged.
- The mentor role is to ask probing questions, to provide guidance on how to answer research questions and rationale as to the depth and breadth of a project.
- The mentor is a key member of the team and is considered a contributor to every aspect of the project including authorship.

# Do I need IRB approval?

- It is not necessary to have Institutional Review Board (IRB) approval prior to proposal submission; however, all funded proposals must be reviewed and approved by the IRB before the study is conducted.
- During your project timeline consider **if your study does** require IRB review: Some basics to assess to prepare.
  - Are you using human subjects?
  - Do you want to gather PHI beyond describing your population?
  - Are you sharing information with any outside agency?

# Vision memo

- The purpose of the letter is to think and reflect on an idea and to prepare your team. This is not the proposal.
- This is a memo to begin your vision of your grant.
  - Who you are and what your role is at TCH
  - What your discovery or clinical inquiry question *may* be.
  - What population does it influence
  - What is the gap you *think* your study will contribute to.
  - Who would be your potential team members
- Please send to your Director and [nursegrant@texaschildrens.org](mailto:nursegrant@texaschildrens.org)

# Proposal: Use the link on the NQIR page: prepare in word for editing & then cut and paste into link

- Cover page stating area of intent: inquiry, quality, innovation, team members and credentials/area of support/expertise. (500 words)
- Write this last - Abstract (300-word maximum/include word count after last line of abstract)
- Specific Aims as stated as objectives or hypotheses being tested (1page)
- Background (identify gap in knowledge) and Significance (1000 words)
- Be cogent of what is known about the topic and what is not known, closing with the purpose of this X is Y.



- Research Design including sample and sample size (500 words)
- EQUATOR CHECKLIST for chosen research design see <https://www.equator-network.org>
- Study procedures including study plan, measurement and data analysis (1500 words maximum)
  - For procedures write a numbered list of actions.
  - Measurement: if using a validated instrument, provide the original source, how it is measured and scored (note you need to validate if you need permission to use the instrument)
- Expected participant risks, discomforts and expected benefits (500 words)
- Recruitment (how, when, where, and by whom subjects will be recruited) and consent procedures (how, when, where, when and by whom subjects will be consented) (1000 words)

- Monitoring, quality assurance and plans for maintaining privacy and confidentiality (250 words page) (reviewed in CITI programs)
- **Potential Contributions to Nursing, alignment with Nursing Strategic Plan goals and Dissemination Plan (500 words maximum)**
- Reference list APA 7<sup>th</sup> edition format (max 20)
- Timeline, and roles and responsibilities of team members (500 words)
- Remember to be linear and cogent. Ensure you define the gap and how you think your study will **inform the gap ~ it does not need to fill it!**

# EQUATOR CHECKLIST for chosen research design

<https://www.equator-network.org/>

- Most peer review journals ask for this check list related to a research design when you submit for publication : review this FIRST before you start to ensure you meet each element
- SQUIRE is the format for quality improvement: the guide is very helpful in writing a proposal.

# Budget

- Grants will be funded up to \$3000.00. Write a short statement of what you intend to use the funding for.

Funding can be used for example:

- Mailing lists from society membership to expand your study population
  - Remuneration for participants
  - Materials
  - Transcription as indicated
  - Conference support
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- Resources at TCH that are not to be included in the budget
    - Research software can be downloaded for support
    - Statistical support
    - Time

# How are proposals reviewed?

## Reviewers appointed by the CNO

- Well stated background and significance and purpose.
- Well articulated gap and how the study will contribute to nursing knowledge
- Study population
- Methods: what method, will answer the research question
- Procedures are sound and protect human subjects as indicated.
- Timeline is aligned with procedures.
- The team is appropriate to research the topic
- Well written with references to current literature
- Well articulated alignment with the Nursing strategic plan
- 10 categories: 10 points each on 100 scale.
- \*see rubric

# What happens if my proposal is chosen?

- Review with team and mentor on action items and start date
- IRB decision, application and approval as indicated
- Mentor meetings to establish advisement cadence
- Timeline for research time with PCM / ACD / Director
- Budget review