

# ACIPC Research Access Scheme

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## Guidelines for Researchers

### Purpose

These guidelines have been developed to assist researchers who wish to access the College resources to recruit study participants for research purposes

The college encourages and welcomes original and innovative research in infection prevention and control.

It is the role of the research committee:

- To ensure that member details are secure
- To ensure the proposed research is in alignment with the College Mission and Goals

The Research Committee will review the research proposal and accompanying ethics applications.

**Please note, approval to recruit participants using this scheme does not mean the College endorses, or is a formal partner, in your research.**

### Recruiting participants

Options available to Researchers to recruit study participants through the College:

- a. Provide content for the e-bulletin that is distributed to all members. This should include information on the research, chief investigators name, contact details, information on how to participate, URL links etc.
- b. Post content on the College list server "*Infexion Connexion*". This should include information on the research, chief investigators name, contact details, information on how to participate, URL links etc. This list has over 500 subscribers. The moderator of "*Infexion Connexion*" will not post any material regarding research activities without the Research Committee reviewing content first. This provision is also contained in the rules of "*Infexion Connexion*".
- c. Provide content to be posted for a defined period of time on the College website. This should include information on the research, chief investigators name, contact details, information on how to participate, URL links etc.

Other options may be proposed by the researchers to the Research Committee for consideration.

### Fees associated with access\*

\$400 for Commercial entities

\$200 for non –commercial entities

\$80 for funded grants

\$30 for individuals (except for ACIPC members with no funding)

*\*The Research Committee reserves the right to review fees on an individual basis.*

## Steps for researchers (the following must be submitted to ACIPC Secretariat for review by the Research Committee).

### 1. Introductory letter including:

- a. Investigator name(s), affiliations and qualifications
- b. Title of the study
- c. A description of the commitment expected by the participant including time

### 2. HREC approval

Researchers must provide evidence that the research has received HREC approval before any access to ACIPC members will be facilitated.

### 3. An outline of the study including (no more than 1000 words)

- a. Research aim and objectives
- b. How the research will benefit infection prevention and control
- c. How the research will benefit ACIPC members
- d. Funding source(s) if any
- e. Expected completion date

### 4. Supporting documents

Any other supporting the researchers believe will benefit the review process.

## Acknowledgement

The Researchers agree to include appropriate acknowledgement of the College in any publications or presentations generated from the Research.

## Other Research Proposals

In the event where researchers wish to approach the college for other research purposes, (e.g. partnerships), a formal letter outlining details of the proposal should be written to the Research Committee for consideration on a case by case basis.

Version	Date approved	Approved by	Comments
1.0	17/12/14	Research Committee	Original document
1.0	06/02/15	ACIPC Board	
2.0	28/4/16		RC recommend further refinement of the access process
2.1	02/05/16	Research Committee	Recommended for Board endorsement.
2.1	18/5/16	ACIPC Board	Endorsed v2.1