

GUIDELINES FOR SEEKING APPROVAL TO CONDUCT RESEARCH INVOLVING SCHOOL OF NURSING FACULTY, STAFF, OR STUDENTS

Introduction

The purpose of this policy is to provide guidelines for investigators from within and outside of the School of Nursing who want to use school resources (including students and personnel) in the conduct of research. (Research is distinct from evaluation in that the latter is for the collection of data needed by decision makers in the School and is described in the Five Year Strategic Plan.) The participation of students or personnel in research is subject to administrative approval and to regulations relating to the use of human subjects including:

1. Right to voluntary participation.
2. Right to information about the purpose of the research and its risks and benefits.
3. Right to anonymity and confidentiality.

Approval Procedures

1. Investigators seeking access to The University of Texas Health Science Center at San Antonio School of Nursing for research purposes must:
 - a) Complete Grant Initiation Form (GIF) form to submit a grant proposal. Form is available in the ONRS. To complete this form Principal Investigator should meet with his/her department chair and get their approval. Form includes:
 - x Title of the proposed study
 - x Name of the funding agency
 - x Submission Deadline
 - x Negotiated salary, research space, time commitment for all key personnel
 - x Approvals the Vice Dean of Office of Faculty Excellence.
 - x List of ONRS services required
2. Following approval the Principal Investigator must:
 - a) Negotiate details with faculty members concerned
 - b) Notify other relevant administrators (e.g. coordinators)
 - c) Route Research Grant Proposal Review and Signatures to relevant Associate or Vice Dean (for projects involving faculty and personnel), Associate Deans (for projects utilizing students, Information Technology etc.), and ONRS/OSP for administrative approval.
3. The Office of Nursing Research will:

Section 5.6: Research Approval