

Research Project Timeline**PGY1 Year**

<u>Month</u>	<u>Goals</u>	<u>Resources/Links</u>	<u>To Do List</u>
July-September <i>(due September 30)</i>	<ul style="list-style-type: none"> Obtain HSPP number (Human Subjects Patient Protection) so you can submit your research project to the Research Subjects Review Board. 	<ul style="list-style-type: none"> HSPP manual Obtain from Jessica Moriarty 	<input type="checkbox"/> Read HSPP book. _____ <input type="checkbox"/> Take test. _____ <input type="checkbox"/> Submit to Jessica Moriarty. _____ <input type="checkbox"/> Obtain confirmation of passing of test. _____ <input type="checkbox"/> Obtain ROSS account (RSRB Online Submission System) Email James Wanzenried, James.Wanzenried@urmc.rochester.edu
October- January	<ul style="list-style-type: none"> Consider research questions that engage you and determine area of interest (i.e. Pediatrics, Toxicology, EMS, etc.) Choose faculty group assigned to your area of interest. Meet with faculty group coordinator and establish a research question and which additional residents will be on the team. Conference time will be set aside to allow you to meet with your faculty group. Complete a Literature review on proposed research topic. Confirm commitment with Faculty group leader. October 8-10, 2012: ACEP national Scientific Assembly, Denver CO. 	<p><u>How Research Teams Work:</u></p> <ul style="list-style-type: none"> Residents are encouraged to work in groups of 2-4. Faculty available to work with you are also grouped based on area of research interest. These faculty groups will have a research coordinator who you should contact about your idea first and they will help figure out who is a good fit for you to work with. You can also request who you work with within those listed in group. The list of faculty groups involved in resident research as mentors will be made available each year in August-September Individual projects outside of resident teams can be done if you wish. You may also work with a faculty not listed on the sheet of faculty teams. This needs to be cleared with Courtney Jones before proceeding. You may also be interested in continuing a project that a senior resident has partially completed or become part of an ongoing project that is still early on and larger scale and has room for multiple resident roles. This needs to be cleared with Courtney Jones before proceeding. 	<input type="checkbox"/> Choose an area of interest _____ <input type="checkbox"/> Establish a faculty group based on area of interest _____ <input type="checkbox"/> Complete literature review _____ <input type="checkbox"/> Refine research idea _____

PGY1 Year:

		<p><u>Tips for Literature Review</u></p> <ul style="list-style-type: none"> • Miner Library • Your literature review will help you write the background/significance portion of your protocol • If you need help with literature search, try these links: <p>How to Find Articles (some good tips here) http://www.urmc.rochester.edu/hslt/miner/how_do_i/find_articles.cfm</p> <p>Organize References and Create Bibliographies http://www.urmc.rochester.edu/hslt/miner/how_do_i/organize_create.cfm</p> <p>Also, our contact at Miner Library is Donna Berryman. Phone: 275-6877 donna_berryman@urmc.rochester.edu or-Miner library has a librarian to answer questions at: Ask a Librarian http://www.urmc.rochester.edu/hslt/miner/ask_librarian/index.cfm</p>	
<p>February- June</p>	<ul style="list-style-type: none"> • Write a research protocol using your research protocol worksheet as a guide. Your actual “protocol” will be submitted to the EM Research Committee and RSRB. • Present at the EM Research Committee. For your protocol to be presented, you, your team, and your faculty mentor need to be at this meeting. • Revise your protocol, including presenting again to the EM Research Committee if needed. You <u>CANNOT</u> submit to RSRB before getting research committee approval. • May 9-12 2012 National SAEM Annual Meeting, Atlanta, GA. 	<p>http://www.rochester.edu/rsrb/index.html</p> <ul style="list-style-type: none"> • Go to the above website and click on link on left side menu for: <u>Document templates</u>. This will take you to another page where you click on: <u>Protocol template</u>-->download this and you can type right on their word document template. Your worksheet has been structured so that you can fill out this protocol from your worksheet. • To set up date for the EM Research Committee, email Kristine Long @ EMResearch@urmc.rochester.edu. • EM Research Committee meets every Wednesday at 11 a.m. at SRB. • <u>You must have your protocol and associated documents (surveys, etc.) submitted to Kristine Long by 12:00 pm on the Friday BEFORE your scheduled meeting or you will not be allowed to present.</u> • You cannot present to EMRC until your faculty mentor has reviewed and approved your protocol. 	<ul style="list-style-type: none"> <input type="checkbox"/> Complete your research protocol. _____ <input type="checkbox"/> Forward this protocol to your faculty mentor so that they can suggest revisions. _____ <input type="checkbox"/> Make revisions. _____ <input type="checkbox"/> Present to EM Research Committee. You, your team, and your faculty mentor must be present _____ <input type="checkbox"/> Obtain EM Research Committee approval _____

Requirements for progression to the 2nd year:

- Obtain approval from EMRC

PGY2 Year:

<u>Month</u>	<u>Goals</u>	<u>Resources/Links</u>	<u>To Do List</u>
July-August	<ul style="list-style-type: none"> • Submit to and obtain approval from RSRB • NY ACEP Scientific Assembly 	<p><u>Tips for RSRB Submission:</u></p> <p>http://www.rochester.edu/rsrb/index.html</p> <ul style="list-style-type: none"> • Go to website and click on link on left side menu for: RSRB Online Submission System (ROSS) • You will need to apply for a username and password for access to electronic RSRB application. • The application multiple fields to fill out, but you will also upload the protocol you just finished as a word document. 	<input type="checkbox"/> Complete submission and receive approval from RSRB. _____
October-May	<ul style="list-style-type: none"> • Data collection (can begin as soon as RSRB approval is obtained) 		<input type="checkbox"/> Data Collection <input type="checkbox"/> If you and your faculty mentor want to present at ACEP: ACEP abstract submission coming up in April, get data analyzed and write up abstract
June	<ul style="list-style-type: none"> • Continue to collect data • Presentation of research project progress and questions to residents and faculty 	<ul style="list-style-type: none"> • You have now had 8 months to collect data: • You will do a 10 minute power point presentation describing your research so far including the following concepts: • Background, significance and specific aims, methods, current status of data collection, and then a slide on questions/challenges you are facing that you want to group to help you address • A power point template will be sent to you to help you structure your presentation 	<input type="checkbox"/> Data Collection <input type="checkbox"/> Present research project progress to residents and faculty_____ <input type="checkbox"/> Submit to ACEP in April (optional)

Requirements of Progression to 3rd year:

- Presentation of data collection progress to residents and faculty

PGY3 Year:

<u>Month</u>	<u>Goals</u>	<u>Resources/Links</u>	<u>To Do List</u>
July-October	<ul style="list-style-type: none"> Data Collection New York ACEP scientific assembly in July ACEP national conference in October 		<input type="checkbox"/> Data Collection
November	<ul style="list-style-type: none"> Data Collection <p><i>*If your data are collected and analyzed: you can start writing an abstract to submit to national SAEM at this point.</i></p>	www.saem.org (Go to academic assembly)	<input type="checkbox"/> Data collection <input type="checkbox"/> If you and your faculty mentor want to present at SAEM: SAEM abstract submission coming up next month, get data analyzed and write up abstract. _____
December	<ul style="list-style-type: none"> Data collection Submit to national SAEM by early December-late January (optional) 		<input type="checkbox"/> Data collection <input type="checkbox"/> Submit to SAEM?
January-March	<ul style="list-style-type: none"> Data analysis <p><i>*You can start writing an abstract to submit to national ACEP or NY ACEP in April</i></p>		<input type="checkbox"/> Analyze data <input type="checkbox"/> If you and your faculty mentor want to present at ACEP: ACEP abstract submission coming up in April, get data analyzed and write up abstract
April	<ul style="list-style-type: none"> Data analysis Submit abstract to national ACEP or NY ACEP(optional) 		<input type="checkbox"/> Analyze Data <input type="checkbox"/> Submit to national or NY ACEP (optional)
May	<ul style="list-style-type: none"> Data Analysis Set up meeting with your faculty mentor to plan for resident research presentation Start work on resident research presentation SAEM national scientific assembly 		<input type="checkbox"/> Data analysis <input type="checkbox"/> Meet with faculty mentor to plan resident research presentation <input type="checkbox"/> Put together resident research presentation
June	<ul style="list-style-type: none"> Present at resident research day 	<ul style="list-style-type: none"> 15 minute presentation, 5 minutes for audience questions Examples of previous power points will be made available to you to help you structure your presentation. Present with the following areas addressed: Background 	

		Methods (Summarize the research design and all procedures) Results Conclusions References	
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Requirements for graduation:

- Adequate research project completion and presentation