**Independent Investigative Inquiry (III)**

**Selective 1 – Empirical Research**

**Proposal Form**

Students who choose Selective 1 as their III option can expect to learn the steps and logic involved in trying to resolve an empirical question through data collection and analysis. If applicable, student will also learn how to conduct research in a way that conforms with human and/or animal use regulations.

Projects can take the form of a basic laboratory study, a health services or medical education survey, secondary analysis of an existing dataset, a chart review, a qualitative study or prospective clinical trial. The research can be initiated by the student or by the advising faculty member, as long as the student has an independent role and makes an intellectual contribution to the project.

Students are asked to work with a **faculty sponsor** who is affiliated with the UW or WWAMI program. The faculty sponsor must be experienced and familiar with the project topic and methods used in the study. They must also have skills and knowledge that complement those brought by the student. The sponsor’s role is to help the student plan their study, meet with them as necessary during the execution of the project, and review and sign-off on the final paper.

If a student undertakes research as part of a **funded program**, the study may be used to to fulfill the III requirement, providing a III proposal is approved prior to the start of research.Funded programs include **MSRTP** (Medical Student Research Training Program), **Developmental Disabilities**, **ITHS TL-1** (multi disciplinary research), **MSTAR** (Medical Student Training in Aging Research), **UW/ACS** Summer Fellowships in Clinical Cancer Research, or other nationally sponsored programs through **HHMI, NIH**, etc. For a complete listing of funded program opportunities, please contact the Curriculum Office at [somcurr@uw.edu](mailto:somcurr@uw.edu).

Projects that are **international** in nature will need to be reviewed by the Curriculum Office prior to formal submission. Students **must** attend the GHIP orientation (offered in March) and follow all requirements outlined in the *Procedures for III/MSRTP International Projects*.

**PROPOSAL SUBMISSION**

Completed proposals should be saved in **PDF format** and submitted anytime between **January 1 – March 31, 2015** to UWSOM Curriculum Office at [somcurr@uw.edu](mailto:somcurr@uw.edu). Please have the subject line read: III SELECTIVE 1 PROPOSAL. Proposals **must be received by March 31** as incomplete and/or late applications will not be accepted. Students can expect to receive e-mail notice approximately 2 weeks after it has been reviewed. The Committee will either approve the proposal, ask for additional information/clarification, or ask that the proposal be revised. **Students planning international projects need to submit their proposal no later than January 31** to allow sufficient time for review and processing.

***[Note: If you will be completing an MSRTP project this summer, you do NOT need to also submit the III Selective 1 proposal form.]***

**Selective 1 proposals are evaluated by the III Approval Committee using the following seven criteria.**

1. Project is clearly described and includes a well-defined, testable hypothesis or question suitable to a summer project (no longer than 10 weeks) and the student’s level of research experience.
2. Student appears to understand why the study question/hypothesis is relevant, and has clearly described what needs to be done to complete the project.
3. Methods to be used for data collection and/or data analysis are clearly described. The methods are appropriate for the goal of the research, and the student will be involved in the analysis of data and interpretation of results.
4. Student appears to have an understanding of how the results of the project will contribute to the knowledge in this field.
5. Student has a clearly defined “independent role” that allows them to make “an intellectual contribution to the project.” This is especially important for students who will be doing a sub-project within a larger project. The application needs to clearly define the student’s discrete project for which they are personally responsible.
6. Timeline is sufficiently detailed to convince the reviewer that the project is likely to be completed (including data analysis and writing report) before second year begins in late August.
7. The application addresses plans for obtaining human subjects/animal use committee approval in advance of the project start date. Please note that projects which require approval from multiple IRBs (including those conducted at the VA, which will also require UW IRB approval, and international projects) should be very explicit in how this will be accomplished. Students funded for VA projects in the past have been unable to obtain all required IRB approvals in time to complete their planned projects.

**FINAL PRODUCT**

III Selective 1 students are **invited** to present a **poster** at the Medical Student Poster Session held in autumn quarter of their second year. They are **required** to write a **final written report** in the form of a scientific paper (no less than 10 pages excluding title page, abstract, tables, and figures). The student must be the sole author of the paper, even if they have collaborated with a faculty member, or plans to submit a paper for publication under joint authorship. Your **faculty sponsor** must review and evaluate your paper and complete a “Sponsor Evaluation Form”. The final paper and evaluation form will be due **January 31, 2016**.

The III [website](http://uwmedicine.washington.edu/Education/MD-Program/Current-Students/Curriculum/Independent-Investigative-Inquiry-III/Pages/default.aspx) contains links to additional information, helpful resources, and the sponsor evaluation form.

**QUESTIONS should be directed to:**

Curriculum Office – [somcurr@uw.edu](mailto:somcurr@uw.edu)

School of Medicine

University of Washington

1959 NE Pacific St., Box 356340

Seattle, WA 98195-6340

**Independent Investigative Inquiry (III)**

**Selective 1 – Empirical Research**

**Proposal Form**

Summer 2015

Completed proposals should be saved in **PDF format** and submitted anytime between **January 1 – March 31, 2015** to the UWSOM Curriculum Office at [somcurr@uw.edu](mailto:somcurr@uw.edu). Please have the subject line read: III SELECTIVE 1 PROPOSAL. Proposals **must be received by March 31** as incomplete and/or late applications will not be accepted. Students planning international projects need to submit their proposal no later than **January 31** to allow sufficient time for review and processing. *[****Note:*** *If you will be completing an MSRTP project this summer, you do NOT need to also submit the III Selective 1 proposal form.]*

## Project Title

|  |
| --- |
|  |

## Project Location

|  |
| --- |
|  |

**Project Category** (Please mark only one.)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Laboratory Based** |  | **Clinical or Health Services** |  | International Health\* |  | Developmental Disabilities |

*\* III international health projects are distinct from the Global Health Immersion Program (GHIP). Projects that are international in nature will need to be reviewed by the Curriculum Office prior to formal submission. Students* ***must*** *attend the GHIP orientation (offered in March) and follow all requirements outlined in the Procedures for III/MSRTP International Projects. Students planning international projects need to submit their proposal no later than****January 31*** *to allow sufficient time for review and processing.*

### Student Information

|  |  |
| --- | --- |
| **Name** |  |
| Street Address |  |
| City, State, Zip |  |
| UW Email Address |  |
| Phone |  |
| First Year Site |  |

## Faculty Sponsor Information

|  |  |
| --- | --- |
| Name & Title |  |
| Degree (e.g., M.D.) |  |
| Institution & Department |  |
| UW Box Number (if applicable) |  |
| Street Address |  |
| City, State, Zip |  |
| Email Address / Phone |  |

1. **Project Description**

Be as explicit as possible in your description. Please refer to the above instructions which outline the criteria by which applications are reviewed. Be sure to include the following in your outline of the project, not to exceed the available space (approximately 2 – 2 ½ pages).

1. **Background &** **Hypothesis.**
2. **Study Design & Methods (to include):**
   1. *Population (inclusion/exclusion criteria; recruitment procedures)*
   2. *Sample Size (ideal vs. achievable)*
   3. *Variables and how they will be measured (outcomes; exposures; potential confounders)*
   4. *Procedures for data acquisition (attach data sheets, questionnaires, etc.)*
   5. *Methods for data analysis*
3. **Expected Significance of Results.**
4. **Clearly define your role in the project.**
5. **Preliminary Literature Search (5-10 references that address your research question).**

1. **Timeline**

The work schedule should be such that the project can be completed before second year begins in late August. Be sure to include time for learning techniques, writing paper, etc.

|  |  |  |
| --- | --- | --- |
|  | **Dates** | **Tasks to be completed** |
| **Week 1** |  |  |
| **Week 2** |  |  |
| **Week 3** |  |  |
| **Week 4** |  |  |
| **Week 5** |  |  |
| **Week 6** |  |  |
| **Week 7** |  |  |
| **Week 8** |  |  |
| **Week 9** |  |  |
| **Week 10** |  |  |

1. **Comments from Faculty Sponsor**

# Students are asked to work with a faculty member who is affiliated with the UW or WWAMI program. The faculty sponsor must be experienced and familiar with the project topic and methods used in the study. They must also have skills and knowledge that complement those brought by the student. Their role is to help the student plan their study, meet with them as necessary during the execution of the project, and review and sign-off on the final paper.

# Below or on a separate sheet of paper, please indicate: 1) your willingness to sponsor the student, 2) the role the student will play in the project and how you will ensure this is an independent project, 3) your evaluation of the student’s ability to carry out the work, and 4) your agreement with the completed timetable and mutually agreed upon work schedule listed above. The application will be considered incomplete if this information is not included.

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| --- |
|  |

|  |  |
| --- | --- |
| Signature of Student |  |
| **Signature of Sponsor** |  |

**Human and Animal Subjects**

If human subjects are involved in the proposed project, you must obtain appropriate clearance from the University of Washington Human Subjects Review Committee. This is true even if the research is being conducted outside of the University of Washington. You may also need to be cleared by other participating organizations. Approval must be granted before any data collection takes place and a copy of the approval letter must be turned in to the Curriculum Office.

## It is the responsibility of the faculty sponsor to assist students with submission of UW and other pertinent Human Subjects and Animal Care Protocol applications as early as possible and not later than April 20, 2015, regardless of where research is taking place. Projects that require approval from more than one IRB committee (such as those conducted at the VA or international projects) should plan to submit applications well ahead of this date. Students whose projects involve Human Subjects will also be required to attend a Human Subjects Informational meeting with Geri Faris, [gfaris@uw.edu](mailto:gfaris@uw.edu), (arranged by the UWSOM Curriculum Office) in March 2015. Information on UW Human Subjects regulations can be found at: <http://www.washington.edu/research/hsd/index.php>.

## In addition, the student must complete the Collaborative IRB Training Institute (CITI) course online and submit completion documentation to the Curriculum Office by May 1, 2015. CITI website: <https://www.citiprogram.org/default.asp?language=english>

## Yes No

|  |  |  |
| --- | --- | --- |
| Are human subjects involved in the proposed project? |  |  |
| If yes, has project been approved by the Human Subjects Committee? (#\_\_\_\_\_\_\_\_\_\_) |  |  |
| *If project has not been approved, has application been made?* |  |  |
| **Are experiments with vertebrate animals involved?** |  |  |
| *If yes, has the animal protocol been approved by the appropriate Animal Use and Care Committee?* |  |  |
| *If the project has not yet been approved, has application already been made?* |  |  |

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Students planning international projects need to submit their proposal no later than **January 30** to allow sufficient time for review and processing.

*[Note: If you will be completing an MSRTP project this summer, you do NOT need to also submit the III Selective 1 proposal form.]*

**QUESTIONS? Please contact:**

SOM Curriculum Office

[somcurr@uw.edu](mailto:somcurr@uw.edu)