**Government Medical College Shahdol (M.P.)**

Ref. No........./ IERC/2020 Date: ....../......./2020

**Internal Notification**

IERC COMMUNICATION

This is for the information of all concerned Faculty/researchers that the next meeting of Institutional Ethics Committee, is scheduled to be held on 21/03/2020

All research proposals/protocols requiring consideration and approval of IERC may be sent to the office of the undersigned through proper channel, on or before 17/03/2020

Note:

* The proposals received after the above date, incomplete/not in desired format will not be entertained.
* All proposals to be sent through mail. Mail ID: ierb.gmcshahdol@gmail.com
* Present your proposal with not more than 10 PPT slides to IERC on the date of presentation namely under headings: Introduction, objective, methodology, ethical consideration, potential benefits to the society and references.

Dr. K S C Bose

Secretary

IERC, GMC-Shahdol

**Government Medical College-Shahdol (M.P.)**

**INSTITUTIONAL ETHICS & REVIEW COMMITTEE**

**Submission of Research protocol/proposal**

**Ethics Review Check list**

**INDEX**

[Please tick the furnished documents attached]

* Proposals along with the forms of IERC
* Proforma of IEC ( duly signed by Head of Department)
* Sample size justification
* Informed consent forms (English & Hindi)
* Questionnaire (English & Hindi)

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| **Government Medical College Shahdol (M.P.)****ISTITUTIONAL ETHICS & REVIEW COMMITTEE**Performa for research proposals-projects/protocolsDepartment of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Name of the Principal Investigator** |  |
| **Name of the Co-investigator/s** |  |
| **Title of the Project** |  |
| **Proposal /Projects (as per the guidelines)** |  |
| **Signature of the Candidate** |  |
| **Mobile No.** **E-Mail** |  |
| **If any other Dept. & Institute is involved name & signature of the head** |  |
| **Feasibility****Technical:****Infrastructural:****Financial :** |  |
| **Remarks & Signature of Chairman (IERC)** |  |

**Note:** No similar research should have been conducted in the last 5 Years.

**Financial:** Disclose source of funding; self / Department / University / other specify as Separate annexure.

**Government Medical College Shahdol (M.P.)**

**Guidelines for proposal writing for Research Projects**

Research protocol/proposal is a detail plan or outline of research to be conducted on a selected topic. The researcher is required to submit protocol after approval from Head of the Department.

 Proposal is prepared after a long thought and critical review of literature. The topic selected should be need based & having high utility of available laboratory and library expertise in the field of study. The time required for disposal of research etc. should be considered before farming objectives and methodology. As the work proposed is outlined and to be carried out in the future, the methodology should be written in future tense. The proposed research work should not have been carried out in the last 5 years.

**The format of synopsis/protocol :**

**Title Page:**

* Title of the proposed topic
* Name of the Researcher/s, department, designation & Emails
* Date of submission

**Text :**

* Introduction, Rationale
* Aim & Objectives
* Review of Literature
* Methodology in details **(structured)** under the headings of study setting, research design, study participant, sampling procedure , sample size, data collection tools and process, variables, definitions, analysis plane and ethical consideration etc.)
* Scope, Limitations, Implication ( Protocol)
* References
* Relevant annexure like consent from, tools questionnaire, support letters, animal ethics clearance (if applicable) etc.
* Financial / budget including source of funding. (if applicable)

 The candidate should disclose whether he/she is applying for funding from university/ any other source. He/she should sign a disclosure stating the source of funding if funds are not received from external sources and the disclosure should be attached as annexure. The synopsis must be signed by the applicant at the end.

**Paper, typographical & other Details:**

White A-4 size paper to be used. Type of characters to be of even quality with clear black letter (preferable Times New Roman, 12 point font). The left side margin shell be of 4 cms wide and top, bottom & right side shall be 2 cms wide. Page number is located right lower corner of the page. Its desirable to have line numbers also so that line by line review can be done & commented upon . *No ornamental bordering of the pages*.