



SCAGO

Sickle Cell Awareness Group of Ontario

Guidelines for the Health Research and Review Committee (HRRC) of SCAGO

The ensuing guidelines will guide the operations of the HRRC committee and its members:

Duties and Responsibilities of HRRC and its Members:

- Advise the SCAGO on research priorities within the field of hemoglobinopathy that will allow SCAGO's research programs to have maximal impact;
- Advise the SCAGO on the types of research programs (e.g. fellowships, basic research, clinical research, research by young investigators, qualitative research...) that are best suited to the persons and processes served by the organization;
- Advise the SCAGO on ways to improve the application and granting process;
- Advise the SCAGO on ways to better publicize the existence of its research programs and the results of the research conducted
- Proactively raise issues of importance, and conflict of interest concerning research applications;
- Commit and dedicate to running SCAGO's research programs in the effective way possible;
- Establish strategic research partnerships;
- Establish yearly Ontario research priorities within the main priorities categories of the SCDAC/SCAGO
- Establish and regularly review the guidelines, policies and operating parameters for the Committee;
- Provide a consensus evaluation of each proposal;
- Make funding recommendations by ranking best candidates for each research program.
- Through the management lead, report annually to the Board of Directors on the status state of SCAGO research programs

Grant Review and Approval Process

- Put out applications and circulate to all Centres of Excellence in the province;
- Undertake timely, transparent, fair, objective and thorough review of eligible applications;
- Submit a written summary of their evaluations, including scores and critique of each application to the Chairperson of the research committee;
- Complete a conflict of interest statement for each grant application;
- Participate in meetings/teleconferences to reach consensus on the award selection;
- Advise the Board on the successful applicant/s.

CONFIDENTIALITY

The Research Committee maintains responsibility to the SCAGO, the sponsors, investigators, and applicants that its deliberations and the information to which it becomes privy will be treated with the utmost confidentiality by all its members.

All materials viewed by members of the committee must be kept in the strictest confidence. These items cannot be circulated outside of the Health Research and Review Committee unless otherwise decided by the committee. Failure to honor confidentiality will be grounds for dismissal from the Research Committee. Each Research Committee member will sign a Confidentiality Agreement with the SCAGO.