

2020

Draft Document

Research Policy  
Medical Teaching  
Institute – Hayatabad  
Medical Complex,  
Peshawar, Pakistan



## **RESEARCH POLICY**

### **MEDICAL TEACHING INSTITUTE – HAYATABAD MEDICAL COMPLEX**

This is a draft document regarding research policy to be adopted across MTI-HMC and its affiliate institutes after due approval by the research advisory board.

1. The purpose of any medical institute is teaching/training, patient care & research. MTI-HMC encourages research in clinical and basic sciences and strives for world-class research and excellence in the health field. It offers a unique & equal opportunity for the faculty, undergraduate & post-graduate trainees to research to become lifelong learners.
2. Medical Teaching Institute - Hayatabad Medical Complex follows International Ethical Guidelines for Biomedical Research Involving Human Subjects, prepared by The Council for International Organizations of Medical Sciences (CIOMS) in collaboration with the World Health Organization (WHO), Geneva 2002.
3. The institute provides a conducive environment to conduct research, particularly in human illnesses. The institute has a liaison with national and international research institutes, colleges, universities, funding/sponsoring agencies to promote research culture in Khyber Pakhtunkhwa in particular and Pakistan in general. The institute aims for dedicated research facilities which will be utilized only for research purpose meanwhile the existing diagnostic and therapeutic facilities will be having open access for all sorts of basic & applied medical sciences research by the research team. All research proposals should be in accordance with '2013 Spirit guidelines'. All the research protocols must undergo standard operating procedures in the form of research proposals to be submitted to the office of the Director of the Research Advisory Board. The technical committee will check the research proposal on technical grounds and if appropriately drafted would forward it to the upcoming meeting of the Research Advisory Board. If the research proposals lack some essential documents/steps, the researcher will be facilitated to rectify the deficiency by the technical committee. The Research Advisory Board will meet monthly to assess the research proposal and if appropriate would forward it to the Ethical Approval Committee for ethical implications. Once a 'no objection certificate' is granted by the Ethical Approval Committee, the research proposal will be given

a specific code and a certificate will be issued to the principal investigator to conduct the research. The institute will allow research by the faculty of MTI-HMC and other institutes as well when the research proposals are approved by the institutional research and ethical committee of MTI-HMC.

4. Proper training for the research team and the laboratory personnel will be provided regarding health safety issues and biohazards to the research team. All principal investigators must attend the meeting of the Research Advisory Board about the timelines of their respective research. The research advisory board will oversee the progress made by the team & would make sure that the protocol & methodology is being followed in letter & spirit. In case of unavoidable circumstances to deviate from the protocol, the research advisory board must be informed.
5. The institute provides IT facilities and the help of epidemiologists and statisticians for designing the studies, sample size calculation, writing research proposals, and statistical analysis. All these facilities can be availed free of charge. The institute provides free internet services & library facilities free of charge. The research team can avail free Turnitin facilities.
6. The institute is in the process to have its repository but meanwhile, the institute would utilize the repository facility of Khyber Medical University as Khyber Girls Medical College is an affiliate institute of KMU.
7. The institute is in liaison with Welcome trust membership & the faculty members will be entitled to free publications facilities in impact factors journals.
8. There will be an entitlement to rapid promotion, letters of appreciation, and financial benefits for those who have done quality research. Meanwhile, the institute would subsidize the publication charges incurred on the researcher in quality journals. The principal investigator will be given a chance to present the research/abstracts/posters on national and international forums by granting study leave which will be fully paid.
9. The institute provides six hours weekly to all faculty members as a protected time for research. Similarly, the undergraduate & post-graduate students will be facilitated regarding duty hours to conduct their research.