

RURAL RESEARCH CAPACITY BUILDING PROGRAM

Frequently Asked Questions for Managers

The Rural Research Capacity Building Program (RRCBP) is funded and operated by the NSW Health Education and Training Institute - Rural and Remote Portfolio. It is an excellent opportunity for rural clinical staff to gain skills in research

Q. Who can apply for the RRCBP?

Individuals who live in rural New South Wales and are permanent employees of the Northern NSW, Mid North Coast, Far West, Western, Hunter New England (except Newcastle area), Murrumbidgee, Southern NSW Local Health Districts plus Nowra and areas south of Nowra in Illawarra Shoalhaven LHD are invited to submit research questions/topics for consideration. Rurally based staff working for NSW Ambulance, Justice Health and Forensic Mental Health Network and NSW Health Pillars are also eligible.

Q. How long is the program?

The program runs for 22 months starting in January 2018. Candidates will finish in December 2019.

Q. What training and support is given to candidates?

All candidates undertake a three day course in research methods in February 2018. A second workshop will be conducted in March 2018, with two-day research courses scheduled for candidates in June 2018 and June 2019. Two one-day videoconferences will be scheduled between the June workshops and additional training opportunities will be available to candidates. These workshops are mandatory for program candidates. It is usual for the workplace to approve learning and development leave for these workshops.

Candidates are funded to assist them in undertaking training and research work. Candidates receive administrative support, biostatistical support and mentoring. HETI has weekly teleconferences on a range of research topics to help support candidates.

Q. What skills do candidates gain?

Through their study and practice candidates learn how to read and review research, prepare research projects, collect and analyse research data and prepare research reports and presentations.

Q. What are the outcomes of the program?

Every candidate prepares a research report of around 25 pages. Candidates also prepare a peer-reviewed journal article and present their research at a state, national or international conference.

Q. How are candidates chosen?

Applications must have manager approval prior to submission. All applications are submitted to LHD / Service Executive Sponsors. Applications are assessed and ranked in terms of preference by a panel consisting of executives or their delegates with strategic, research / research ethics and operational experience.

The ranked applications from each LHD are forwarded to HETI for final selections. Candidates may be contacted where further information is required to make a determination as to suitability for the RRCBP.

Notification of successful candidates includes communication with the candidate, manager, Executive Sponsor and research governance officer.

Q. What are my obligations as a manager?

Candidates in the program are funded to allow dedicated time to their research project. Candidates are encouraged to negotiate in advance with managers to allow time for managers to make suitable arrangements. Managers can also approve learning and development leave for compulsory face-to-face workshops. Managers also need to allow reasonable use of health service resources (e.g., motor vehicles, computers, stationery etc) to support the conduct of the research.

Candidates will require encouragement and support during the program and regular meetings are encouraged to discuss the progress of the project, any issues or challenges, etc. This will help to ensure that problems are dealt with swiftly, and will also provide candidates with motivation and an opportunity to discuss their research.

Q. What expenses are covered?

The funding is provided by HETI to LHDs to support candidates throughout the program. The candidate and line manager should jointly determine the best way of using this allocation. You may prefer to arrange blocks of time throughout the year, or a regular allocation each week or fortnight. If the staff member works part time, another option is for them to work extra days and be paid for that over and above their regular hours.

A portion of the funding can also be used to cover extraordinary expenses relating to the research.

Q. How are expenses reimbursed?

HETI will provide a maximum of \$24,852 funding per successful participant to the relevant LHD / Service. Funding of \$6,213 will be granted in 2017-18, \$12,426 in 2018-19 and \$6,213 in 2019-20. The research funds will be transferred once in each financial year as an intrahealth invoice or budget transfer.

NB: The funding HETI will provide is equivalent to \$380 per day with 9% on-costs, for 60 days over two years. Candidates and managers should consider this level of funding when considering applications to the program.

Q. Who is my LHD /Service contact person?

Managers of successful candidates will be advised of the contact person as part of the notification process. If you wish to make contact and discuss the program prior to the application being submitted, please contact the RRCBP Program Officers (details below) or your LHD / Service contact person.

Q. Where do I get more information?

Please contact the RRCBP Program Officers:

Kerith Duncanson 0428 848 264 or email: kerith.duncanson@health.nsw.gov.au

David Schmidt (02) 6492 9104 or 0447 915 863 or email: david.schmidt@health.nsw.gov.au

Website

<http://www.heti.nsw.gov.au/rural-and-remote/research-capacity-building/>

Q. Application Flowchart

