



**Community Memorial Health System**

*Where Excellence Begins with Caring*

<b>POLICY TITLE</b> Resident Research Project Funding - Institutional	<b>APPLIES TO:</b> <input checked="" type="checkbox"/> CMH <input checked="" type="checkbox"/> OVCH <input checked="" type="checkbox"/> CCC <input checked="" type="checkbox"/> AM
<b>Department:</b> Graduate Medical Education <b>Control Number:</b> HS-GME042	<b>Board Approval Date:</b> 2/23/2022

**I. PURPOSE:**

CMHS recognizes that residents may incur expenses to complete required research projects. This policy sets guidelines for funding of resident research projects, and if appropriate, publication expenses.

**II. POLICY:**

The Graduate Medical Education Program requires residents to complete at least one research project during their residency. The GME program will cover up to \$1,000 of the costs of per approved research project and up to \$1,500 per approved project to cover expenses of publishing a manuscript in a peer-reviewed publication. Projects whose substantive work was completed prior to matriculation in the program do not fulfill the research requirement, and expenses and publication fees will not be funded. Projects initiated elsewhere but continued at CMHS, with continued mentorship and data collection here, may receive consideration for funding for that portion but not retroactive to work done elsewhere.

**III. SCOPE:**

All CMHS GME residents.

**IV. PROCEDURE**

- A. Residents must discuss all research ideas with their Program Director.
- B. All research projects must be vetted and approved by the Research Support Team. Once approved by the Research Support Team, if appropriate, the proposed research project is submitted to the Institutional Review Board (IRB) for approval. Once approval is obtained for the research project, if funding is required, the resident must submit a proposed project budget along with a request for funds to the ADGME. The maximum amount that will be funded by GME for any one research project is \$1,000.
- C. The ADGME in collaboration with the Program Director will assess the request and approve funding if appropriate.
- D. If the resident uses their own funds to pay for research-related expenses that have been approved by the ADGME, the resident must submit receipts to obtain reimbursement.
- E. If the resident submits the research project for publication, GME may cover the cost of manuscript publication in a peer-reviewed journal up to an amount not to exceed \$1,500, depending on the quality of the journal.
- F. If the resident submits the research project as a poster accepted for presentation at a conference, GME will cover the cost of poster printing up to an amount not to exceed

- G. For residents invited to present abstracts or posters publically, GME may cover the cost of conference registration and travel, depending on the venue and the number of requests a resident has had funded.
- H. For residents invited to present abstracts or posters publically, all days are taken as PTO except the day of the presentation.
- I. All requests for funding must occur prior to graduation from the program. All funded travel must occur prior to graduation from the program.
- J. Requests for reimbursement of research project associated expenses must be submitted to the GME Office within 60 days.

This document is no longer current once it is printed-Most current version in Intelix			
Keyword Search:			
Attachments:			
Related Policies:			
References:			
Original Effective Date: 02/26/2018		Replaced by:	
Author/Resource Person(s): Administrative Director of GME		Approval Process: Policy Review Subcommittee, GMEC, Board of Trustees	
Medical Director Approval:	Administrative Approval: Name: Samuel Small, DO Title: VP Of Medical Education	Medical Executive Committee Approval:	Board of Trustees Approval:
CMH Date:	Date:2/11/2022	CMH Date:	Date: 2/23/2022