



# Collaborating with the NHS for Research

**Bournemouth University**

Much of the health research at Bournemouth University (BU) involves collaborating with the NHS who are very keen to develop links with BU researchers. This summary document suggests some recommendations to assist in the smooth running of this type of collaborative research.

## **Approaching the Trust**

Make contact with the Research and Development (R&D) Manager within the NHS Trust(s) as early as possible. You may like to provide a short plain English summary of the intended research, and would be welcome to arrange a face-to-face meeting for the key people involved to clarify expectations and responsibilities.

## **Logistics and processes**

The BU Clinical Research Coordinator or Clinical Governance Advisor will be able to clarify the often complex processes involved e.g. HRA and NHS ethics as well as organisational specific policies. An honorary contract or research passport may be required as well as mandatory research training requirements in Good Clinical Practice. Sponsorship should be discussed early in the process and on a case by case basis.

## **Ongoing communication**

There must be regular communication with the Trust(s) and appropriate communication mechanisms should be agreed upfront during the initial face-to-face meeting. Relevant updates may include timeframes for recruitment and the sharing of findings.

## **Feedback**

The Trust(s) will require a final report summarising the overall findings and should be acknowledged where appropriate in any reports and resulting publications. Similarly, the research participants themselves will require feedback on the study in an accessible format.

## **BU processes**

As well as the suggestions above, researchers are expected to adhere to internal procedures as appropriate.

For more information and a full guide to the research process see the Bournemouth University Clinical Research Unit website: [www.bournemouth.ac.uk/bucru](http://www.bournemouth.ac.uk/bucru)

For information on sponsorship and the latest clinical governance news please click [here](#)

In summary, it is good practice to make contact with the Trusts as early as possible, establish good working relationships and regular communication channels in order for research to run as smoothly as possible.

### Approaching the Trust

- Have I contacted the Trust R&D Department and sent a study summary?
- Have I discussed my study with Trust R&D staff and BU's Clinical Governance Advisor/Clinical Research Coordinator?
- Have we agreed expectations, responsibilities, and obligations (with timelines) on both sides?

### Logistics and processes

- Do I have an understanding of the HRA and NHS ethics processes and local Trust policies?
- Have the Trust(s) granted me access to NHS facilities?
- Have I read the sponsor's research SOPs and policies?
- Has a PI/local collaborator been identified within the Trust?
- Do I need to attend training in Good Clinical Practice as well as complete the University's ethics module on MyBU?
- Is a Sponsorship agreement in place?
- Is my study eligible for NIHR portfolio adoption?

### Ongoing comms

- Have I agreed communication mechanisms?
- Have I provided the Trust with all study-related documents (ideally after approval by an NHS ethics panel if required)?
- Am I regularly updating the Trust(s) with information of relevance e.g. amendments or recruitment issues?
- Am I updating recruitment progress on Edge?

### Feedback

- Have all the study-related documents and data been archived as per the sponsor's SOP?
- Have I sent a final report to the Trust(s) and acknowledged them where appropriate in any reports and publications?
- Have I summarised the findings for research participants?

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