

Call for SDRME Research Review/Synthesis Papers Proposals * July 2016

The Society of Directors of Research in Medical Education (SDRME) is issuing a call for research review paper proposals. Specifically, SDRME is interested in supporting the writing of review/synthesis papers that make a substantial contribution to advancing **practice, theory, or research in medical education**. Papers are expected to be completed within two years from the time grant monies are received. The grant will award **up to \$4000** in total to the primary author: \$2000 when the project begins and \$2000 upon completion of the paper and a presentation at the annual SDRME meeting (see details below). We will pay expenses up to \$1000 for travel to attend the SDRME meeting to make this presentation, in addition to the grant award. **Proposals are due September 6, 2016.**

Eligibility:

- All proponents (first authors) must be current faculty at an accredited allopathic or osteopathic medical school or residency program in the USA or Canada. As an exception, international members of SDRME may be proponents.
- An individual may be first author on only 1 application, but may be a collaborator/co-investigator on multiple applications.
- Proponents do not need to be members of SDRME (except for international applications).

Proposal and Submission Guidelines

1. Proposal

- a. Length: No more than **500 words and 2 pages**. Title, investigators, and references do not count in word limit (but do count in page limit). You may include 1 table or figure, but it counts in the 2-page limit.
- b. Structure: all proposals should have the following information, in order:
 - 1) Title, investigators, and primary investigator contact information
 - 2) Background
 - 3) Importance/impact of the topic to medical education practice, theory or research.
 - 4) Methods to be used to complete the review and your rationale for selecting that approach (e.g., meta-analysis, critical synthesis, or thematic review; literature sources to be searched; inclusion/exclusion criteria to be used.)
 - 5) Importance/Impact of review on the practice of medical education.
 - 6) Feasibility
 - 7) References
- c. Formatting: Single-spaced, minimum 0.5-inch margins and 10-point font, formatted to fit on 2 pages. Word, RTF, or PDF format are acceptable. Maximum 1 table or figure (counts in page limit). Title and references count towards the page limit.
- d. You may view a model proposal at <http://www.sdrme.org/scholarship.asp>.

2. Curriculum vitae: The principal investigator and each co-investigator must submit a **two page abbreviated CV**. The CV may include (within the 2-page limit) a brief narrative description of that author's experience conducting this type of review/synthesis. **All CV's must be merged into a single document.**

3. The proposal and CV's must be submitted **via e-mail (as an attachment)** to: David A. Cook, MD, MHPE, Chair SDRME Invited Review Committee (cook.david33@mayo.edu). No cover letter is required. Submissions that do not conform to guidelines may not be reviewed. Late submissions will not be accepted.

Evaluation of Proposals and Selection of Awards

The SDRME Invited Review/Synthesis Committee is composed of 3 to 5 members of SDRME. The Executive Committee Member-at-Large serves as the Chair of the Committee and the Liaison between the Committee and SDRME. Committee members use the following criteria to evaluate proposals:

1. **Importance:** Importance of topic to practice of medical education, including how this builds on prior work in the field
2. **Methods:** Soundness of proposed methodology
3. **Impact:** Potential impact of review/synthesis on medical education
4. **Feasibility:** Potential for completion in 1-2 years, including the collective expertise of the investigator team.

Applicants will be notified of decisions in early November.

Requirements after award

1. **Annual update:** During the funding period, recipients will be asked for an annual update on progress.
2. **Present at annual SDRME meeting:** A member of the investigator team will attend the annual SDRME meeting (typically held in June or July) to provide an update and highlight results. SDRME will pay expenses up to \$1000 for travel to attend this meeting, in addition to the grant award. Investigators are welcome to share preliminary (rather than final) findings and receive feedback and suggestions from SDRME members to incorporate into the final manuscript.
3. **Acknowledge funding:** All manuscript(s) deriving from the review must acknowledge the Society of Directors of Research in Medical Education as a source of support.
4. **Submit final manuscript to SDRME:** Author(s) must send SDRME a copy of the manuscript(s) at the time of submission. A copy/link to the final (published) product(s) will appear on the SDRME website.

Disbursement of award

The first half of the award will be disbursed at the time of selection. The second half will be disbursed upon successful completion of requirements 1-4 above.

Answers to frequently asked questions:

- **Is topic X of particular interest?** Answer: The SDRME does not have a specific agenda of priority research topics, and thus we cannot comment in advance on the priority of specific topics. During the review process, we prioritize topics that will have a substantial and broad impact on the field. If a given topic represents a pressing problem for the education of health professionals, then that would be viewed favorably.
- **Is there a preference given to first authors with a more robust publication history?** Answer: One of the review criteria is “feasibility.” To the extent that experience will enhance the likelihood of success, we do consider experience as an important factor in our decisions. However, we do not look only at first authors, but rather at the entire

review team. For example, if the first author is junior, but another core member of the team has experience with systematic reviews, that would be viewed favorably (provided there is assurance that the senior author will play an active role in the project).

- **Does the award cover indirect costs?** Answer: No. The award is a fixed amount, paid directly to the investigator or to the investigator's institution. We make no allowance for indirect costs or other grant processing fees.
- **May proposals not funded in previous years be revised and resubmitted?** Yes.
- **Can I see examples of previously funded and published SDRME review papers?** Yes; go to <http://sdrme.org/scholarship.asp>.
- **May I forward this announcement on to other colleagues?** Yes.
- **Should the CV's be a separate document?** You may combine the proposal and the CV's into a single document, or you may have 2 documents (1 for the proposal, the other for all of the CV's merged).
- **Can faculty from a school of nursing or pharmacy apply?** Answer: Unfortunately, no (not as the primary investigator). SDRME is a group of representatives from LCME-accredited medical schools. We appreciate the need for interdisciplinary collaboration, and know that health professionals can learn much from one another. However, we have only limited funds, and we feel that we need to focus our funding efforts toward those research questions that directly influence the training of physicians. Anyone may participate as a collaborator.

Tips for success

- Be sure to follow instructions for proposal format (2 pages, 500 words). Merge all CV's into a single document.
- Clearly indicate how your review will meet all four evaluation criteria.
- Indicate what reviews or summaries have already been published on this topic, and how your review will improve upon these.
- In the Methods, explain (among other things) how you will identify relevant primary studies, and how you will synthesize/integrate the information learned from these studies. (Simply citing another source, e.g. published guidelines, will rarely suffice.)
- Highlight the team's collective expertise in conducting reviews (hint: the CV *narrative* is a good place to do this).
- Be realistic in what you can accomplish, and if possible present evidence that the project will be feasible in a reasonable length of time.
- Avoid unsupported platitudes such as "We are confident this review can be completed within 12 months" or "This review will be of great importance to medical education." (These are fine if they are supported by specific evidence/information.)
- Teams are nearly always more successful than single investigators (both in the grant application, and in the conduct of the review).
- If you're planning a systematic review (note: reviews do *not* need to be systematic), you might consider incorporating the suggestions from the following resources:
 - Cook DA, West CP. Conducting systematic reviews in medical education: a stepwise approach. *Medical Education* 2012; 46:943–952.
 - Hammick M, Dornan T, Steinert Y. Conducting a best evidence systematic review. Part 1: From idea to data coding. BEME Guide No. 13. *Medical Teacher* 2010; 32:3-15.