

## **GUIDELINES FOR THE DEPARTMENT OF SURGERY RESEARCH PROGRAM**

### **1.0 Mission Statement of the Department of Surgery Research Program**

It is the mission of the Department of Surgery research program to support clinical and basic science research and education towards the advancement of the surgical sciences. Knowledge that is critical to advancing our understanding of disease and improving surgical outcomes will be pursued.

Through focused study with a mentor, surgery residents will receive the education and technical training necessary to enable them to contribute to the research mission. The program will provide the environment to conduct research, teach the skills that are required to test a hypothesis, and provide the support for statistical analysis and interpretation of results. Residents will be instructed in manuscript preparation and be provided the opportunity to present their research for peer review in order to better understand the merits and relevance of their work.

The integration of established research with resident training will provide a keen foundation from which to make substantial contributions towards improved medical or surgical therapies, as well as provide newly trained surgical researchers committed to scholarly pursuits in the field of surgery and its interrelated fields.

### **2.0 Applying for the Research Rotation (including the Rural Rotation)**

- 2.1 Residents must declare their interest in a research year and designate a specific laboratory in which they are planning to work by January 1<sup>st</sup> of their third year in the residency program. A letter (email will suffice) from the research mentor is required to confirm this plan.
- 2.2 A proposed research curriculum (1-3 pages) with specific goals will be submitted to the research committee not later than six months in advance of the planned activity.
- 2.3 The research committee will review these applications for scope and content. Recommendations will be made to the program director and chair not later than February 1<sup>st</sup>, five months in advance of the research experience. Recommendations will be based on quality of the proposal.
- 2.4 Permission to enter a research rotation will be granted by the program director based on the research committee recommendations, but may be limited by the programmatic needs of the residency program. It may not be possible to allow all qualified residents to pursue research, if it would significantly destabilize the residency program.
- 2.5 Additional research years are often desirable. Application for an extension to the research experience should be made as soon as the resident anticipates this desire. A “competitive renewal” application will include the rationale for extending the research experience, including the results to date. It is necessary to have a note from the research mentor disclosing the source of ongoing funding before this extension can be considered. If divisional funds are to be used, the signature of the division chief is required.

- 2.6 Applications for research extension for the upcoming academic year close each year on February 1. Recommendations to the program director will be made as described above.
- 2.7 The program director, based on program needs will make the final decision on all research extensions.

### **3.0 Responsibilities of the Research Resident**

- 3.1 While working under the guidance of research mentor the research resident will receive the education and technical training necessary to enable them to contribute to the Department of Surgery research mission.
- 3.2 Residents will conduct research such that they learn the skills that are required to test a hypothesis, perform statistical analysis and interpret the results.
- 3.3 Residents will present the results of their research at scientific meetings as well as prepare manuscripts for peer reviewed journals.
- 3.4 Research residents will be called upon to take service call, based on the needs of the general surgery residency, as determined by the program director.
- 3.5 Research residents must report their work hours weekly on the Verinform system and must comply with ACGME-mandated duty hours regulation.
- 3.6 Moonlighting is permitted only with explicit permission of the Program Director. Requests must be made in writing before beginning to moonlight. Institution rules governing moonlighting apply.
- 3.7 The research residents are expected to participate actively in Department of Surgery recruitment of interns.
- 3.8 Funds to support travel to present research work are the responsibility of the research mentor or division in which the resident is conducting the research.
- 3.9 Residents must file an abstract authorization request (available online) to the DoS office when they submit an abstract for a meeting.

### **4.0 Goals of the Research Year**

- 4.1. Write and submit for publication no fewer than two manuscripts. The preparation of one review or chapter will not take the place of writing a manuscript but can be considered an acceptable publication if supported by the mentor.
- 4.2. Submit abstracts for presentation at national meetings.
- 4.3. Present at the DoS research activities, including visiting professor visits, research conference, etc.
- 4.4. Present at the Portland Surgical Association Conference and/or the Oregon Chapter of the American College of Surgeons as well as specialty and regional surgical societies.

### **5.0 Objectives of the Research Year**

#### **6.0 Attendance Requirements Beyond the Laboratory**

- 6.1 The DoS Resident Research Conference and the Resident Research Training course.
- 6.2 DoS Grand Rounds and Resident Surgical Science Conference

- 6.3 DoS M & M conference
- 6.4 Division- specific activities
- 6.5 Research residents will have 3 weeks of vacation per year. Vacation must be approved by the research mentor and the DoS office must be informed of the proposed vacation times.

## **7.0 Final Report**

- At the end of the research year, residents will be expected to prepare:
- 7.1 Publication list (including completed and pending manuscripts)
  - 7.2 Curriculum vitae
  - 7.3 An annual report of their research results
  - 7.4 Residents should keep copies of all powerpoint presentations, research grants (funded or unfunded) in their electronic portfolio.

## **8.0 Examination**

- 8.1 At the end of the research year research residents will be tested on material covered in the Resident Research Training course.

## **9.0 Responsibilities of the Research Mentor**

- 9.1 The mentor will provide laboratory space, give project guidance and technical training to the research resident.
- 9.2 Weekly laboratory meetings will be scheduled with the research resident in order to discuss and evaluate the progress of the research project.
- 9.3 Mentors will help residents initiate abstracts directed to specific conferences and give guidance in the scientific writing of manuscripts. Timely editorial feedback will be provided.
- 9.4 Project funding will be provided by the mentor for the first year of research and will be secured through a joint effort of the research resident and mentor for any subsequent years.
- 9.5 Mentors will facilitate career networking between residents and other professionals in their academic area of interest.
- 9.6 Research mentors are responsible for funding the travel of residents to present their work at meetings.

## **10.0 Evaluations**

- 10.1 Evaluations will take place at 4 months and at the year's end. Both mentor and research residents will be given the opportunity to evaluate one another in order to determine whether both parties have met their commitments.

## **11.0 Required Reading**

revised 11/07