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PLAN FOR THE MD/MS RESEARCH

2019-22

AT
RAWALPINDI MEDICAL UNIVERSITY

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**GANTT CHART OF ACTIVITIES REGARDING CURRENT FIRST YEAR MD/MS TRAINEES
RESEARCH OF RMU FOR THE YEAR YEAR 2019 (May 2019- December 2019)**

ACTIVITIES	Persons responsible for activities	May 2019	JUNE 2019	JULY 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	DEC 2019
Orientation session of the trainees and provision of curriculum details, log books, portfolio record book and other materials for assistance and guidance. (Till second week of May)	<i>ORIC, DME</i>								
Mapping of existing research capacities of trainees in each department (through structured <i>Baseline competency assessment Performa's</i> administered and collected at the orientation session) (Till 3rd week of May)	<i>Research Associates, DME</i>								
Self evaluation of the trainees at the baseline through <i>Baseline competency assessment Performa's</i>	<i>Trainees</i>								
Evaluation of the trainees at the baseline through <i>Baseline competency assessment Performa's</i>	<i>ORIC</i>								

Mapping of existing research capacities of trainers (supervisors) in each department (through structured Performa administered and collected individually and personally) (Till 2nd week of May)	<i>Research Associates, DME</i>								
Nomination of the supervisors of the trainee for the dissertation project	<i>Deans & Head of departments (HODs')</i>								
Formulation of batches for rotation at ORIC	<i>Deans</i>								
3 Days Basic Research Methodology Workshops.	<i>ORIC</i>								
One Day Workshops on Undertaking a clinical Audit.	<i>ORIC</i>								
One week's rotation during year 1 at the research unit, office of research innovation and commercialization ORIC	<i>Trainees, Director ORIC</i>								

Formulation of groups of trainees for Clinical Audits as a project assignment, and topic assignment.	<i>Deans, HOD</i>								
Conducting a clinical Audit in groups of three along with the supervisor and finalizing the report and its submission for publication.	<i>Trainees and Supervisors</i>								
Observation of at least 2 monthly meetings of Institutional Research Ethics Committee (IREF) of RMU	<i>Trainees , IREF, ORIC</i>								
Participation in 2 monthly journal club sessions of departments (not presentation)	<i>Trainees, HOD, Deans</i>								
Weekly meetings of the supervisor and trainees	<i>Trainees and Supervisors</i>								
Monitoring of research related activities of the trainee	<i>Supervisors, Head of Department, Deputy Directors, DME and Director ORIC</i>								

Regular compilation of the research section in the Structured Log books of trainees	<i>Trainees</i>								
Weekly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Supervisor, DME</i>								
Monthly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Director ORIC</i>								
Annual inspection of the Structured Log books of trainees.	<i>HOD's, Deans, selected representatives of BASR, IREF, Director DME Director of ORIC, Director of Quality enhancement cell (QEC) and Vice chancellor of RMU</i>								
Regular compilation of the research section in portfolio record	<i>Trainees</i>								
Weekly Monitoring of the research section in portfolio record and endorsement	<i>Supervisor, DME</i>								

Monthly Monitoring of the research section in portfolio record and endorsement	<i>Director ORIC</i>								
Annual inspection of the research section in portfolio record and endorsement	<i>HOD's, Deans, selected representatives of BASR, IREF, Director DME Director of ORIC, Director of Quality enhancement cell (QEC) and Vice chancellor of RMU</i>								
Random inspection of the research section in portfolio record and log books of trainees	<i>Representatives of BASR, IREF, Director DME Director ORIC, Director of QEC and VC of RMU</i>								
Assessment of performance of trainees	<i>Facilitators at ORIC</i>								
Collating feedback by trainees	<i>Trainees, ORIC</i>								
Collating feedback by trainers	<i>Supervisors and facilitators at ORIC</i>								
One Focus group discussion of the R-Y1 trainees (to evaluate the research course, its benefits and weaknesses and scope for improvement)	<i>ORIC</i>								

One Focus group discussion of the facilitators (to evaluate the research course, its benefits and weaknesses and scope for improvement)	<i>ORIC</i>								
One Focus group discussion of supervisors (to evaluate the research course, its benefits and weaknesses and scope for improvement)	<i>ORIC</i>								
Formulation and presentation of the final evaluation report of the Research Course R-Y1	<i>ORIC</i>								
Quality assurance of research course of year 1	<i>The quality Evaluation team (Head of departments, Deans, selected representatives of BASR, IREF, Director DME Director ORIC, Director Quality enhancement cell (QEC) and Vice chancellor of RMU.</i>								
Any modifications or enhancement in the next first year's Research course.	<i>Vice Chancellor and the Board of Advanced study and Research</i>								

**GANTT CHART OF ACTIVITIES REGARDING NEXT FIRST YEAR MD/MS TRAINEES
RESEARCH OF RMU FROM THE YEAR 2020 ONWARDS**

ACTIVITIES	Persons responsible for activities	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
Orientation session of the trainees and provision of curriculum details, log books, portfolio record book and other materials for assistance and guidance. (Till second week of May)	<i>ORIC, DME</i>												
Mapping of existing research capacities of trainees in each department (through structured Baseline competency assessment Performa's administered and collected at the orientation session) (Till 3rd week of May)	<i>Research Associates, DME</i>												
Self evaluation of the trainees at the baseline through Baseline competency assessment Performa's	<i>Trainees</i>												
Evaluation of the trainees at the baseline through Baseline competency assessment Performa's	<i>ORIC</i>												

Monitoring of research related activities of the trainee	<i>Supervisors, Head of Department, Deputy Directors, DME and Director ORIC</i>													
Regular compilation of the research section in the Structured Log books of trainees	<i>Trainees</i>													
Weekly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Supervisor, DME</i>													
Monthly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Director ORIC</i>													

Annual inspection of the Structured Log books of trainees.	<i>HOD's, Deans, selected representatives of BASR, IREF, Director DME Director of ORIC, Director of Quality enhancement cell (QEC) and Vice chancellor of RMU</i>													
Regular compilation of the research section in portfolio record	<i>Trainees</i>													
Weekly Monitoring of the research section in portfolio record and endorsement	<i>Supervisor, DME</i>													
Monthly Monitoring of the research section in portfolio record and endorsement	<i>Director ORIC</i>													

Annual inspection of the research section in portfolio record and endorsement	<i>HOD's, Deans, selected representatives of BASR, IREF, Director DME Director of ORIC, Director of Quality enhancement cell (QEC) and Vice chancellor of RMU</i>													
Random inspection of the research section in portfolio record and log books of trainees	<i>Representatives of BASR, IREF, Director DME Director ORIC, Director QEC and Vice chancellor of RMU</i>													

Quality assurance of research course of year 1	<i>The quality evaluation team (Head of departments, Deans, selected representatives of BASR, IREF, Director DME Director ORIC, Director Quality enhancement cell (QEC) and Vice chancellor of RMU.</i>													
Any modifications or enhancement in the next first year's Research course.	<i>Vice Chancellor and the Board of Advanced study and Research</i>													

**GANTT CHART OF ACTIVITIES REGARDING CURRENT SECOND YEAR MD/MS
TRAINEES RESEARCH OF RMU FOR THE YEAR 2019 (May 2019- December 2019)**

ACTIVITIES	Persons responsible for activities	May 2019	JUNE 2019	JULY 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	DEC 2019
Orientation session of the trainees and provision of curriculum details, log books, portfolio record book and other materials for assistance and guidance. (Till second week of May)	<i>ORIC, DME</i>								
Mapping of existing research capacities of trainees in each department (through structured Baseline competency assessment Performa's administered and collected at the orientation session) (Till 3 rd week of May)	<i>Research Associates, DME</i>								
Self evaluation of the trainees at the baseline through Baseline competency assessment Performa's	<i>Trainees</i>								
Evaluation of the trainees at the baseline through Baseline competency assessment Performa's	<i>ORIC</i>								

Mapping of existing research capacities of trainers (supervisors) in each department (through structured Performa administered and collected individually and personally) (Till 2nd week of May)	<i>Research Associates, DME</i>								
Nomination of the supervisors of the trainee for the dissertation project	<i>Deans & HODs's</i>								
Formulation of batches for rotation at ORIC	<i>Deans</i>								
3 Days Advanced Research Methodology Workshops.	<i>ORIC/Statisticians</i>								
Two week's rotation during year 2 at the research unit, office of research innovation and commercialization ORIC	<i>Trainees, Director ORIC</i>								
Observation of at least 1 monthly meeting of Institutional Research Ethics Committee (IREF) of RMU	<i>Trainees , IREF, ORIC</i>								
Participation in 3 monthly journal club sessions of departments (and at least 1 presentation in journal club during year 2)	<i>Trainees, HOD, Deans</i>								

Formulation of research proposal of dissertation along with data tools and dummy tables.	<i>Trainees and ORIC staff</i>								
Assurance of feasibility & availability of resources for research projects	<i>Trainees and supervisors</i>								
Presentation of research proposal/s to Institutional Research Ethics Committee (IREF) of RMU	<i>Trainees and supervisors</i>								
Submission of research proposal to BASR of RMU and issuance of approval letter by BASR after all modifications (If recommended are approved)	<i>Trainees and supervisors</i>								
Institutional approval/permissions for data collection by other organizations (only if study sites are other than Teaching hospitals of RMU or community based research projects)	<i>Trainees</i>								
Data Collection Tools finalizations, pretesting, printing and data collection initiation.	<i>Trainees and ORIC staff</i>								
Weekly meetings of the supervisor and trainees	<i>Trainees and Supervisors</i>								

Monitoring of research related activities of the trainee	<i>Supervisors, HOD's, Deputy Directors, DME and Director ORIC</i>							
Regular compilation of the research section in the Structured Log books of trainees	<i>Trainees</i>							
Weekly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Supervisor, DME</i>							
Monthly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Director ORIC</i>							
Annual inspection of the Structured Log books of trainees.	<i>HOD's, Deans, Representatives of BASR, IREF, Director DME Director ORIC, Director QEC and Vice chancellor of RMU</i>							

Regular compilation of the research section in portfolio record	<i>Trainees</i>								
Weekly Monitoring of the research section in portfolio record and endorsement	<i>Supervisor, DME</i>								
Monthly Monitoring of the research section in portfolio record and endorsement	<i>Director ORIC</i>								
Annual inspection of the research section in portfolio record and endorsement	<i>HOD's, Deans, Representatives of BASR, IREF, Director DME Director of ORIC, Director QEC and Vice chancellor of RMU</i>								
Random inspection of the research section in portfolio record and log books of trainees	<i>Representatives of BASR, IREF, Director DME Director ORIC, Director of QEC and VC of RMU</i>								

Assessment of performance of trainees	<i>Facilitators at ORIC</i>								
Collating feedback by trainees	<i>Trainees, ORIC</i>								
Collating feedback by trainers	<i>Supervisors and facilitators at ORIC</i>								
One Focus group discussion one of the R-Y2 trainees (to evaluate the research course, its benefits and weaknesses and scope for improvement)	<i>ORIC</i>								
One Focus group discussions of the facilitators (to evaluate the research course, its benefits and weaknesses and scope for improvement)	<i>ORIC</i>								
One Focus group discussions of supervisors (to evaluate the research course, its benefits and weaknesses and scope for improvement)	<i>ORIC</i>								
Formulation and presentation of the final evaluation report of the Research Course R-Y2	<i>ORIC</i>								

Quality assurance of research course of year 2	<i>The quality Evaluation team (Head of departments, Deans, selected representatives of BASR, IREF, Director DME Director ORIC, Director Quality enhancement cell (QEC) and Vice chancellor of RMU.</i>							
Any modifications or enhancement in the next second year's Research course.	<i>Vice Chancellor and the Board of Advanced study and Research</i>							

**GANTT CHART OF ACTIVITIES REGARDING NEXT SECOND YEAR'S MD/MS TRAINEES
RESEARCH OF RMU FROM THE YEAR 2020 ONWARDS**

Monitoring of research related activities of the trainee	<i>Supervisors, HOD's, Deputy Directors, DME and Director ORIC</i>													
Regular compilation of the research section in the Structured Log books of trainees	<i>Trainees</i>													
Weekly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Supervisor, DME</i>													
Monthly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Director ORIC</i>													
Annual inspection of the Structured Log books of trainees.	<i>HOD's, Deans, Representatives of BASR, IREF, Director DME Director of ORIC, Director QEC and VC of RMU</i>													

Formulation and presentation of the final evaluation report of the Research Course R-Y2	<i>ORIC</i>													
Quality assurance of research course of year 2	<i>The quality Evaluation team (HODs, Deans, representatives of BASR, IREF, Director DME Director ORIC, Director QEC and VC of RMU.</i>													
Any modifications or enhancement in the next second year's Research course.	<i>Vice Chancellor and the Board of Advanced study and Research</i>													

GANTT CHART OF ACTIVITIES REGARDING CURRENT THIRD YEAR MD/MS TRAINEES

RESEARCH OF RMU FOR THE YEAR YEAR 2019 (May 2019- December 2019)

ACTIVITIES	Persons responsible for activities	May 2019	JUNE 2019	JULY 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	DEC 2019
Orientation session of the trainees and provision of curriculum details, log books, portfolio record book and other materials for assistance and guidance. (Till second week of May)	<i>ORIC, DME</i>								
Mapping of existing research capacities of trainees in each department (through structured Baseline competency assessment Performa's administered and collected at the orientation session) (Till 3 rd week of May)	<i>Research Associates, DME</i>								
Self evaluation of the trainees at the baseline through Baseline competency assessment Performa's	<i>Trainees</i>								
Evaluation of the trainees at the baseline through Baseline competency assessment Performa's	<i>ORIC</i>								

Mapping of existing research capacities of trainers (supervisors) in each department (through structured Performa administered and collected individually and personally) (Till 2nd week of May)	<i>Research Associates, DME</i>								
Nomination of the supervisors of the trainee for the dissertation project	<i>Deans & Head of departments (HODs')</i>								
Formulation of batches for rotation at ORIC	<i>Deans</i>								
3 Days Basic Research Methodology Workshops.	<i>ORIC</i>								
Three Days Advanced Research Methodology Workshops.	<i>ORIC</i>								
One week's rotation during year 3 at the research unit, office of research innovation and commercialization ORIC	<i>Trainees, Director ORIC</i>								
Observation of at least 1 monthly meetings of Institutional Research Ethics Committee (IREF) of RMU	<i>Trainees , IREF, ORIC</i>								
Formulation of research proposal of dissertation along with data tools and dummy tables.	<i>Trainees, Supervisors and ORIC staff</i>								

Assurance of feasibility & availability of resources for research projects	<i>Trainees and Supervisors</i>								
Presentation of research proposal/s to Institutional Research Ethics Committee (IREF) of RMU	<i>Trainees and Supervisors</i>								
Submission of research proposal to BASR of RMU and issuance of approval letter by BASR after all modifications (If recommended are approved)	<i>Trainees and Supervisors</i>								
Institutional approval/permissions for data collection by other organizations (only if study sites are other than Teaching hospitals of RMU or community based research projects)	<i>Trainees</i>								
Data Collection Tools finalizations, pretesting, printing and data collection initiation along with compilation of Data entry sheets	<i>Trainees and ORIC staff</i>								
Data entry and analysis of research projects for dissertation	<i>Trainees and ORIC staff</i>								
Weekly meetings of the supervisor and trainees	<i>Trainees and Supervisors</i>								

Monitoring of research related activities of the trainee	<i>Supervisors, HOD's, Deputy Directors, DME and Director ORIC</i>								
Regular compilation of the research section in the Structured Log books of trainees	<i>Trainees</i>								
Weekly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Supervisor, DME</i>								
Monthly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Director ORIC</i>								
Annual inspection of the Structured Log books of trainees.	<i>HOD's, Deans, Representatives of BASR, IREF, Director DME Director ORIC, Director QEC and VC of RMU</i>								
Regular compilation of the research section in portfolio record	<i>Trainees</i>								
Weekly Monitoring of the research section in portfolio record and endorsement	<i>Supervisor, DME</i>								

Monthly Monitoring of the research section in portfolio record and endorsement	<i>Director ORIC</i>								
Annual inspection of the research section in portfolio record and endorsement	<i>HOD's, Deans, selected representatives of BASR, IREF, Director DME Director of ORIC, Director of Quality enhancement cell (QEC) and Vice chancellor of RMU</i>								
Random inspection of the research section in portfolio record and log books of trainees	<i>Representatives of BASR, IREF, Director DME Director ORIC, Director of QEC and VC of RMU</i>								
Assessment of performance of trainees	<i>Facilitators at ORIC</i>								
Collating feedback by trainees	<i>Trainees, ORIC</i>								
Collating feedback by trainers	<i>Supervisors and facilitators at ORIC</i>								
One Focus group discussion one of the R-Y3 trainees (to evaluate the research course, its	<i>ORIC</i>								

**GANTT CHART OF ACTIVITIES REGARDING NEXT THIRD YEAR MD/MS TRAINEES
RESEARCH OF RMU FOR THE YEAR YEAR 2020 ONWARDS**

ACTIVITIES	Persons responsible for activities	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
Provision of curriculum details, log books, portfolio record book and other materials for assistance and guidance.	<i>ORIC, DME</i>												
Data Collection Tools finalizations, pretesting, printing and data collection initiation along with compilation of Data entry sheets	<i>Trainees</i>												
Elective research workshops	<i>ORIC</i>												
Formulation of batches for rotation	<i>Director ORIC</i>												
One week's rotation during year 3 at the research unit, office of research innovation and commercialization ORIC	<i>Trainees, Director ORIC</i>												

Weekly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Supervisor, DME</i>															
Monthly monitoring of the the research section in the Structured Log books of trainees & endorsement	<i>Director ORIC</i>															
Annual inspection of the Structured Log books of trainees.	<i>HOD's, Deans, Representatives of BASR, IREF, Director DME Director ORIC, Director QEC and VC of RMU</i>															
Regular compilation of the research section in portfolio record	<i>Trainees</i>															
Weekly Monitoring of the research section in portfolio record and endorsement	<i>Supervisor, DME</i>															

Monthly Monitoring of the research section in portfolio record and endorsement	<i>Director ORIC</i>																
Annual inspection of the research section in portfolio record and endorsement	<i>HOD's, Deans, selected representatives of BASR, IREF, Director DME Director of ORIC, Director of Quality enhancement cell (QEC) and Vice chancellor of RMU</i>																
Random inspection of the research section in portfolio record and log books of trainees	<i>Representatives of BASR, IREF, Director DME Director ORIC, Director of QEC and VC of RMU</i>																

weaknesses and scope for improvement)													
Formulation and presentation of the final evaluation report of the Research Course R-Y3	<i>ORIC</i>												
Quality assurance of research course of year 3	<i>The quality Evaluation team (HOD's, Deans, Representatives of BASR, IREF, Director DME Director ORIC, QEC and Vice chancellor of RMU.</i>												
Any modifications or enhancement in the next third year's Research course.	<i>Vice Chancellor and the Board of Advanced study and Research</i>												

**GANTT CHART OF ACTIVITIES REGARDING NEXT FOURTH YEAR MD/MS TRAINEES
RESEARCH OF RMU FOR THE YEAR YEAR 2020 ONWARDS**

Weekly Monitoring of the research section in portfolio record and endorsement	<i>Supervisor, DME</i>											
Monthly Monitoring of the research section in portfolio record and endorsement	<i>Director ORIC</i>											
Annual inspection of the research section in portfolio record and endorsement	<i>HOD's, Deans, representatives of BASR, IREF, Director DME Director of ORIC, Director QEC and VC of RMU</i>											
Random inspection of the research section in portfolio record and log books of trainees	<i>Representatives of BASR, IREF, Director DME Director ORIC, Director of QEC and VC of RMU</i>											

One Focus group discussion of the R-Y4 trainees (to evaluate the entire research course, its benefits and weaknesses and scope for improvement)	<i>ORIC</i>												
One Focus group discussion of the facilitators (to evaluate the research course of 4th year, its benefits and weaknesses and scope for improvement)	<i>ORIC</i>												
One Focus group discussion of the facilitators (to evaluate the entire research course, its benefits and weaknesses and scope for improvement)	<i>ORIC</i>												
One Focus group discussion of supervisors (to evaluate the research course of fourth year, its benefits and weaknesses and scope for improvement)	<i>ORIC</i>												

One Focus group discussion of the supervisors (to evaluate the entire research course, its benefits and weaknesses and scope for improvement)	<i>ORIC</i>												
Formulation and presentation of the final evaluation report of the Research Course R-Y4	<i>ORIC</i>												
Formulation and presentation of the final evaluation report the entire last 4 years research course	<i>ORIC</i>												
Quality assurance of research course of year 4	<i>The quality Evaluation team (HOD, Deans, Representatives of BASR, IREF, Director DME Director ORIC, Director QEC and VC of RMU.</i>												

Any modifications or enhancement in the next fourth year's Research course.	<i>Vice Chancellor and the Board of Advanced study and Research</i>												
Any modifications or enhancement in the entire 4 years research course,	<i>Vice Chancellor and the Board of Advanced study and Research</i>												

The end