**BSSH UK Hand Registry Research Award Process**

**Aim:**

To support research that uses the UKHR or the data it contains and is of clear value to NHS hand surgery. It may also involve non-NHS hand surgery in addition. Successful applications should demonstrate how they align with the priorities, needs and realities of the NHS.

**Process overview:**

This process aligns with the Eligibility Criteria for NIHR Clinical Research Network Support May 2019.

Annual open application with specified closing date in January. A standardised form is to be completed and submitted along with a letter of support from the Head of Department, an itemised funding request breakdown, and a 2-page CV of the lead applicant, as a single PDF document.

Applications will be circulated to Audit committee members to score. This review will be independent, expert, and proportionate. Pre-specified criteria will be used. Review will be conducted in line with the Terms of Reference of the Audit Committee that were ratified at the October 2020 BSSH Council meeting.

* At least two reviewers external to the investigators’ host institution and not involved in the study. Where required, the Committee Chair will invite further reviewers.
* The reviewers will self-assess that they have the expertise to assess the methodological and statistical aspects of the study.
* If very large multicentre studies are proposed in a round of competition, higher level may be arranged at the Committee Chair’s discretion.

**Award:**

The award comprises <£2000 of funding from BSSH provided to the host institution, based on the itemised breakdown provided.

The Audit Committee will provide support in the design and delivery of the project as required. It is anticipated that successful projects will involve up to 1 year of prospective data collection in the UKHR, where applicable. Projects that use existing data will be completed within one year of commencement of the award.

Extensions to awards will be granted at the discretion of the committee chair following discussion with the committee members but would be expected to be granted for exceptional and unforeseeable circumstances only.

**Outputs:**

Successful projects will be listed in the BSSH website, with a plain English summary <200 words outlining the project. This will be provided before funds are transferred.

6 months after commencement, an interim report will be provided to the Audit Committee Chair.

At completion of the project timeline, a final report will be provided to the Audit Committee Chair within 3 months.