



**P. K. DAS COLLEGE**  
*of* **NURSING**

PANAYUR (PO), VANIYAMKULAM, PALAKKAD - 679522

(Approved by Indian Nursing Council, Kerala Nurses & Midwives Council & Kerala Government  
Affiliated to Kerala University of Health Sciences)



**(FORMERLY NEHRU COLLEGE OF NURSING)**

**3.3.1 The institution ensures implementation of its stated code of ethics for research**

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*G. S. Mani*  
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**P. K. DAS COLLEGE OF NURSING**  
**PANAYUR (P.O), VANIYAMKULAM**  
**OTTAPALAM, PALAKKAD DT**  
Kerala - 679522



**ETHICAL COMMITTEE PROTOCOL**

# Nehru College of Nursing , Vaniyamkulam

## ETHICAL COMMITTEE PROTOCOL

### Ethics in Research

The basic responsibility of an EC is to ensure a competent review of all ethical aspects of the project proposals received and execute the same free from any bias and influence that could affect their objectivity. EC should provide advice to the researchers on all aspects of welfare and safety of the research participants after ensuring the scientific soundness of the proposed research through appropriate Scientific Review Committees.

Research on human participants pertains to a broad range of scientific enquiry aimed at developing generalizable knowledge that improves health, increases understanding of disease and is ethically justified by its social value. Every research has some inherent risks and probabilities of harm or inconvenience to participants/communities. Therefore, protection of participants should be built into the design of the study.

### General Principles

- Principle of essentiality
- Principle of voluntariness
- Principle of non-exploitation
- Principle of social responsibility
- Principle of ensuring privacy and confidentiality
- Principle of risk minimization
- Principle of maximization of benefit
- Principle of professional competence
- Principle of institutional arrangements
- Principle of transparency and accountability
- Principle of totality of responsibility
- Principle of environmental protection

### Responsibilities of ethics committees, researchers and institutions

The review, conduct and monitoring of collaborative research should be overseen and stakeholders must be aware of the requirements of various regulatory and funding agencies.

- An EC should review the protocols in the local social and cultural context and ensure respect for sensitivities and values of participants and communities at collaborative sites.
- A mechanism for communication between the ECs of different participating centres should be established. In case of any conflict, the decision of the local EC based on relevant facts/guidelines/law of the land shall prevail.




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- An EC should examine whether the researcher has the required expertise and training in the area of collaboration.
- An EC should protect the interests and rights of the collaborating researchers and ensure that they are not treated as mere collectors of samples or data
- Participating researchers from collaborating sites should be adequately represented when designing the research proposal.
- Institutions are responsible for fair contract negotiation in collaborative research partnerships (including benefit sharing and avoiding unauthorized use of their expertise, biological samples and data) to safeguard the interests of participants, researchers and institutions.
- Institutions should provide opportunities for collaboration to build capacity and engage in research which is mutually beneficial.

SL. NO	Members of EC	Department	Designation
1.	Prof. Dr.Kavithamole P.J	OBG	Chairperson
2.	Prof. KumariHaripriya	OBG	Member Secretary
3.	Dr. Rajan S.P	General medicine	Basic Medical Expert in Research
4.	Adv. Narayanankutty	Legal Associate, NGI	Legal Experts
5.	Lt.col.Regina	Sociology	Sociologist
6.	Ms.Sindhu	Ward Member	Lay person
7.	Prof.Dr.Binu Babu	Medical Surgical nursing	Research Coordinator
8.	Mr. Abdul Nisthar	ChildHealth Nursing	Member
9.	Mrs. Anusweena Thomas	Mental Health Nursing	Member
10.	Ms. Zaina Elizabeth	Community Health Nursing	Member
11.	Mrs. Milky Mathew	Statistician	Member

  
Prepared by

  
Verified by

  
Authorized by



  
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OTTAPALAM, PALAKKAD DT  
KERALA - 679522

**RESEARCH ADVISORY COMMITTEE**

# NEHRU COLLEGE OF NURSING

PANAYUR P.O, VANIYAMKULAM

## Research Advisory Committee (RAC)

### Primary Role:

The primary role of the Expert Advisory Committee is to advise and support the development, implementation, review and dissemination of all research and evaluation activities.

### Functions and policies of the Research Advisory Committee are to:

- Provide advice and support on the commissioning and implementation of research and evaluations;
- Support oversight of the research / evaluation programme;
- Review emerging results from research objectives and evaluations;
- Advise on changes to, or augmentation of, research and/or evaluations if the need arises;
- Provide observations on design and review of services;
- Advise on the dissemination of research and evaluation findings and conclusions, particularly in relation to its utilisation as a mechanism to influence policy, practice and training.

### Research Advisory Committee(RAC) of NCN

Si no	Name	Designation
1	Prof. Mrs. Tamil Selvi	Principal
2	Prof. Mrs. Lavanya	Vice Principal (HOD of MSN)
3	Lt. Col. Mrs. Regina P F	HOD Of OBG Nursing(Asso :Prof)
4	Mr. Abdul Nisthar	HOD OF Paediatric Nursing (Asso. Prof)
5	Mr. Liju James	HOD OF Psychiatric Nursing Research Advisor(Asst. Prof)
6	Mrs. Chinthamani	HOD of Community Health Nursing(Asst Prof)

Behalf of 3<sup>rd</sup> year and 4<sup>th</sup> yr. students are included in RAC



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### Meetings/consultation

As with all stakeholders, effective and well-structured communications are necessary to create positive relationships between students and their committees. To this end, advisory committees should:

1. Meet as required (faculty member/department dependent) to review the student's progress and provide advice. Advisory committees should meet at the request of students or supervisors. Meetings should be arranged as required to support the student's progress meetings should occur at least once per year or more frequently as necessary.
2. Be reasonably accessible in terms of timely and appropriate communications with students when called upon for general guidance, consultation or discussion on academic progress or research projects.
- 3.. In the case of a thesis, provide students with discipline/field specific guidelines of writing conventions of the discipline and direct them.



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# NEHRU COLLEGE OF NURSING

PANAYUR P.O, VANIYAMKULAM

## Research Advisory Committee (RAC)

### Primary Role:

The primary role of the Expert Advisory Committee is to advise and support the development, implementation, review and dissemination of all research and evaluation activities.

### Function and policies of the Research Advisory Committee are to:

- Provide advice and support on the commissioning and implementation of research and evaluation
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- Review emerging results from research objectives and evaluations
- Advice on changes to, or augmentation of, research and/or evaluations if the need arise
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SL.NO	NAME	DESIGNATION
1	Prof .Dr. Kavitha mole P.J	Principal
2	Prof. Mrs. Kumari Haripriya O B	Vice Principal (OBG)
3	Prof. Dr. Binu Babu	HOD Medical Surgical Nursing
4	Mr. Abdul Nisthar	HOD Child Health Nursing
5	Ms. Zaina Elizabeth	HOD Community Health Nursing
6	Mrs. Anusweena Thomas	HOD Mental Health Nursing

Behalf of 3<sup>rd</sup> year and 4<sup>th</sup> year students are included in RAC



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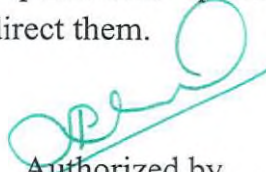
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3. In the case of a thesis, provide students with discipline/field specific guidelines of writing conventions of the discipline and direct them.

  
Prepared by

  
Verified by

  
Authorized by



  
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**INSTITUTIONAL ETHICS COMMITTEE  
AND MINUTES OF MEETING**



# NEHRU COLLEGE of NURSING

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## APPOINTMENT OF ETHICAL COMMITTEE MEMBERS

The following members are appointed for the research ethical committee with effect from 15-07-2021

The committee has to verify the research proposals and ethical guidelines for the approval of the study and further proceedings. Documents of the same has to be maintained by the research coordinator

19-20

### Members of the Ethical Committee

SL. NO	Members of EC	Department	Designation
1.	Prof. Dr. Kavitha mole P.J	OBG	Chairperson
2.	Prof. Kumari HariPriya O B	OBG	Member Secretary
3.	Dr. Rajan S.P	General medicine	Basic Medical Expert in Research
4.	Adv. Narayanankutty	Legal Associate, NGI	Legal Experts
5.	Lt.col.Regina	Sociology	Sociologist
6.	Ms.Sindhu	Ward Member	Lay person <i>community member</i>
7.	Prof.Dr.Binu Babu	Medical Surgical nursing	Research Coordinator
8.	Mr. Abdul Nisthar	ChildHealth Nursing	Member
9.	Mrs. Anusweena Thomas	Mental Health Nursing	Member
10.	Ms. Zaina Elizabeth	Community Health Nursing	Member
11.	Mrs. Milky Mathew	Statistician	Member

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(Sponsors : Nehru College of Nursing, Panayur (P.O), Vaniyankulam, Ottapalam, Palakkad Dist., Kerala, Pin : 679 522)  
College Campus : Panayur Post, Vaniyankulam, Ottapalam, Palakkad Dist., Kerala, Pin : 679 522  
Phone : 0466 - 2226000. E-mail : info@nehrunursing.com, web : www.nehrunursing.com



# NEHRU COLLEGE of NURSING



PANAYUR (P O), VANIYAMKULAM, PALAKKAD - 679 522

(Approved by Indian Nursing Council, Kerala Nurses & Midwives Council & Kerala Government  
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<b>DATE</b> 15-10-2022	<b>VENUE</b> PRINCIPAL OFFICE	<b>TIME</b> 2.30 pm
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## MEMBERS PRESENT

SI NO	NAME OF THE FACULTY	DEPARTMENT	DESIGNATION
1.	Prof. Dr.Kavithamole P.J	OBG	Chairperson
2.	Prof. Priya Mary Stella	MSN	Member Secretary
3.	Dr. Rajan S.P	General medicine	Basic Medical Expert in Research
4.	Adv. Narayanankutty	Legal Associate, NGI	Legal Experts
5.	Lt.col.Regina P.F	Sociology	Social scientist
6.	Ms.Sindhu	Ward Member	Lay person
7.	Prof..Dr..BinuBabu	Medical Surgical nursing	Research Coordinator
8.	Mrs.Rani G.S	ChildHealth Nursing	Member
9.	Mrs. Anusweena Thomas	Mental Health Nursing	Member
10.	Ms. Zaina Elizabeth	Community Health Nursing	Member
11.	Mrs. Milky Mathew	Statistician	Member


Dr.Kavithamole P. J chaired the research project ethical committee meeting.

The chairman instructed the members to follow the guidelines of the affiliated University KUHS for executing the research project of the students.


The chairman instructed the members to select one possible research projects for the students to execute.

The chairman instructed the members to conduct the review as per the schedule.

The chairman instructed the members to prepare the research project dissertation as per the norms and submit one copy to the college library.

  
Chairperson



  
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## MINUTES OF ETHICAL COMMITTEE MEETING

<b>DATE</b> 26-11-2021	<b>VENUE</b> PRINCIPAL OFFICE	<b>TIME</b> 2.30 pm
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### MEMBERS PRESENT

SI NO	NAME OF THE FACULTY	DEPARTMENT	DESIGNATION
1.	Prof. Dr.Kavithamole P.J	OBG	Chairperson
2.	Prof. KumariHaripriya O.B	OBG	Member Secretary
3.	Dr. Rajan S.P	General medicine	Basic Medical Expert in Research
4.	Adv. Narayanankutty	Legal Associate, NGI	Legal Experts
5.	Lt.col.Regina P.F	Sociology	Social Scientist
6.	Ms.Sindhu	Ward Member	Lay person from the community
7.	Prof..Dr..BinuBabu	Medical Surgical nursing	Research Coordinator
8.	Mr. Abdul Nisthar	ChildHealth Nursing	Member
9.	Mrs. Anusweena Thomas	Mental Health Nursing	Member
10.	Ms. Zaina Elizabeth	Community Health Nursing	Member
11.	Mrs. Milky Mathew	Statistician	Member

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Chairperson

# NEHRU COLLEGE OF NURSING, VANIYAMKULAM

## RESEARCH ETHICAL COMMITTEE

### Minutes of meeting for assessment and approval of individual and departmental research proposals on December 2020-21

The meeting of Nehru College of Nursing ,Research ethical Committee was convened for the discussion and approval of staff research proposals in the Multipurpose hall , 11 am to 1 pm under the Chairmanship of Prof.Tamilselvi .P and the research committee members.

The following members were present at the meeting:

#### Members of the ethical committee

Sl.no	Members of EC	Department	designation
1.	Prof.Tamilselvi P	OBG	Chairperson
2.	Prof.Lavanya	Medical Surgical Nursing	Member Secretary
3.	Dr.Alavi MD	General medicine	Basic Medical Scientist
4.	Mrs.Suchitra	Department of Law	Legal expert/s
5.	Lt.Col.Regina	Department of sociology	Social scientist
6.	Mr.Bhaskaran	Panchayth Member	Lay person(s)
7.	Mr.Liju James	Mental health Nursing	Member
8.	Mr.Abdul Nisthar	Child Health Nursing	Research Coordinator
9.	Mrs.Titus Fernadaz	Community Health Nursing	Member
10.	Mrs.Milky Mathew	Statistician	Member

At the outset Prof.Tamilselvi .P Chairperson of the research ethical committee welcomed the members and set out the agenda for the meeting.

The following were discussed in the meeting.

- Research coordinator, Mr.Abdul Nisthar,Asst. Professor, Department of Child Health Nursing.
- Staff research proposals



*G.P.S.*  
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- Time schedule for the departmental research work.
1. Staffs are advised to meet Research coordinator for the further proceedings
  2. Staff are advised to obtain formal permission to carry out the research work
  3. Staffs are advised to conduct a pilot study after the construction of the tool.
  4. Two to three weeks are allotted for doing the research work.
  5. After the completion of research work ,it has to be disseminated to the journals, by the department and research coordinator should report the progress to the
  6. For the journal publication and research work, staff can get financial assistance from NGI seed money after the approval from the committee.


Meeting ended with vote of thanks.

Date: 04.12.2020

Place:Vaniyamkulam

  
Prof. Tamil selvi P  
Chairperson



  
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**NEHRU COLLEGE OF NURSING**  
**TOPICS FOR INDIVIDUAL RESEARCH 2020-2021**


SL.NO	NAME OF THE STAFF	TOPICS FOR INDIVIDUAL RESEARCH
1.	Prof.TamilSelvi P	Assessing the staff Nurses knowledge on Breast Milk BANKING
2.	Prof.Lavanya	Effectiveness of Traditional learning Vs PBL among nursing students at Nehru college of Nursing
3.	Mr.Nisthar	Comparative study to assess the effectiveness of demonstration and video assisted teaching programme on the level of knowledge regarding neonatal resuscitation among nursing students at selected nursing colleges in Palakkad
4.	Mrs.Sheeba S	Assessment of knowledge about vaginitis among married women in a selected village At Mudappallur in Palakkad district
5.	Lt.col(Mrs)Regina PF	Knowledge about adolescent health and its issues among mothers of a selected rural area of Erumapetty grama panchayat
6.	Mrs.Chinthamani A	A study to assess the knowledge regarding worm infestation among under 5 mothers in selected villages Dindigul
7.	Mr.ShahulHameed	Effect of cawthornecooksey exercise on level of body balance among patients with vertigo
8.	Mr.TitusFernandaz	To evaluate the knowledge on prevention of pressure ulcer among 3 year B.sc(N) in Nehru College of Nursing at Palakkad
9.	Mr.Liju James	A study to assess the impact of multimedia usage on behavioral pattern of the college students in Nehru College of Nursing at Palakkad
10.	Sr.Daisy MV	Assess the Knowledge of hypertension and its management among people of chelakkara paris
11.	Mr.vishnuR	A correlational study to assess the knowledge and practice of staff nurses regarding administration of IV therapy at PKDIMS vaniyamkulam Palakkad



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**KERALA - 679522**

	Ms.Twinkle Thomas	A study to assess the knowledge regarding legal and ethical issues in paediatric care
13.	Mrs.Saritha. K	A study assess the direction and satisfaction of nursing students in the first year towards using social media for communication and study
14.	Mrs .Sreelekha CR	A study to assess the level of knowledge regarding assessment and management of myocardial infarction among nursing staff in selected hospital at pk das institute of medical science, vaniyamkulam
15.	Mrs.MilkaOppan	A study to assess the effectiveness of structured teaching programme on knowledge regarding anorexia nervosa and its management among adolescent girls at selected panchayat, thrissur district
16.	Mrs.Reshma	A study to assess the effectiveness of structured teaching programme on knowledge regarding infection control among nursing students
17.	Mrs. Shincy K	A discriptive study to assess the knowlegde regarding tuberculosis among the adults in selected rural areas of vaniyamkulamgramapanchayath with a view to develop an information booklet
18.	Mrs.Remya Ramachandran	A study to assess the knowledge regarding covid 19 among the public in the selected panchayatottappalam, palakkad
19.	Mrs.Anjaly	A study to assess the knowledge regarding contraceptive methods among women in reproductive age group
20.	Group project B.Sc Nursing Staff	A descriptive study to assess the knowledge regarding diabetes mellitus among the B.Sc nursing students at selected nursing colleges in palakkad district



  
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# NEHRU COLLEGE OF NURSING

## TOPICS FOR DEPARMENTAL RESEARCH 2020-2021

Gp.No	Staff In Charge For Research Work	Proposed Problem Statement	Department
I	Lt. Col. Regina P F Mrs. Sheeba	A study to assess knowledge regarding osteoporosis in menopausal women in selected wards	OBG Nursing
II	Prof. Lavanya Sr.Daisy M V	Assessing the knowledge on computer vision syndrome among IT members at PKDIMS.	Medical Surgical Nursing
III	Mr.Liju James Mrs.Milka Oppan	A study to assess the academic stress level of Bsc nursing students at Nehru college of nursing	Mental Health Nursing
IV	Mr.Abdul Nisthar Ms.Twinkle Thomas	A study to assess the effect of structured teaching programme on dangerous signs of newborn among staff nurses at selected hospitals in Ottappalam	Child Health Nursing
V	Mr. Titus fernandaz Mrs.Shincy.K	A descriptive study to assess the knowledge regarding cold chain among student nurses in selected nursing colleges at Palakkad District.	Community Health Nursing

Prof. Tamil Selyi.P

Chaiperson



G.P.Sw  
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## APPOINTMENT OF COMMITTEE MEMBERS

The following members are appointed for the research ethical committee with effect from 01.11.2020. The committee has to verify the research proposals and ethical guidelines for the approval of the study and further proceedings. Documents of the same has to be maintained by the research coordinator

### Members of the ethical committee

Sl.No	Members of EC	Department	designation	Signature
1.	Prof.Tamilselvi P	OBG	Chairperson	
2.	Prof.Lavanya	Medical Surgical Nursing	Member Secretary	
3.	Dr.Alavi MD	General medicine	Basic Medical Scientist	
4.	Dr.Suchithra	Department of Law	Legal expert/s	
5.	Lt.Col.Regina	Department of sociology	Social scientist	
6.	Mr.Bhaskaran	Panchayth Member	Lay person(s)	
7.	Mr.Liju James	Mental health Nursing	Member	
8.	Mr.Abdul Nisthar	Child Health Nursing	Research Coordinator	
9.	Mrs.Titus Fernadaz	Community Health Nursing	Member	
10.	Mrs.Milky Mathew	Statistician	Member	



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Principal



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PANAYUR (P O), VANIYAMKULAM, PALAKKAD - 679 522

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<b>DATE</b> 08-10-2019	<b>VENUE</b> PRINCIPAL OFFICE	<b>TIME</b> 2.30 pm
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## MEMBERS PRESENT

SL NO	NAME OF THE FACULTY	DEPARTMENT	DESIGNATION
1.	Prof. Tamilselvi.P	OBG	Chairperson
2.	Prof. Lavanya	MSN	Member Secretary
3.	Dr. Alavi MD	General medicine	Basic Medical Scientist
4.	Mrs. Suchitra	Department of Law	Legal Experts
5.	Lt.col.Regina P.F	Sociology	Social Scientist
6.	Mr. Bhaskaran	Panchayat Member	Lay person
7.	Mr.Shahul Hameed	Medical Surgical nursing	Research Coordinator
8.	Mr.Sudhen Sumesh Kumar.K	Mental Health Nursing	Member
9.	Mr. Abdul Nisthar	ChildHealth Nursing	Member
10.	Mrs. Reeba Babu	Community Health Nursing	Member
11.	Mrs. Milky Mathew	Statistician	Member

Prof.Tamilselvi .P chaired the research project ethical committee meeting.

The chairman instructed the members to follow the guidelines of the affiliated University KUHS for executing the research project of the students.

The chairman instructed the members to select one possible research projects for the students to execute.

The chairman instructed the members to conduct the review as per the schedule.

The chairman instructed the members to prepare the research project dissertation as per the norms and submit one copy to the college library.

Chairperson



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### Members of the ethical committee

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3.	Dr.Alavi MD	General medicine	Basic Medical Scientist	
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7.	Mr.Liju James	Mental health Nursing	Member	
8.	Mr.Abdul Nisthar	Child Health Nursing	Research Coordinator	
9.	Mrs.Titus Fernadaz	Community Health Nursing	Member	
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Principal



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PANAYUR (P O), VANIYAMKULAM, PALAKKAD - 679 522

(Approved by Indian Nursing Council, Kerala Nurses & Midwives Council & Kerala Government  
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<b>DATE</b> 12-10-2018	<b>VENUE</b> PRINCIPAL OFFICE	<b>TIME</b> 2.30 pm
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## MEMBERS PRESENT

SL NO	NAME OF THE FACULTY	DEPARTMENT	DESIGNATION
1.	Prof. Tamilselvi.P	OBG	Chairperson
2.	Prof. Lavanya	MSN	Member Secretary
3.	Dr. Alavi MD	General medicine	Basic Medical Scientist
4.	Mrs. Suchitra	Department of Law	Legal Experts
5.	Lt.col.Regina P.F	Sociology	Social Scientist
6.	Mr. Bhaskaran	Panchayat Member	Lay person
7.	Mr.Shahul Hameed	Medical Surgical nursing	Research Coordinator
8.	Mr.Sudhen Sumesh Kumar.K	Mental Health Nursing	Member
9.	Mr. Abdul Nisthar	ChildHealth Nursing	Member
10.	Mrs. Reeba Babu	Community Health Nursing	Member
11.	Mrs. Delna P Davis	Statistician	Member

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The chairman instructed the members to select one possible research projects for the students to execute.

The chairman instructed the members to conduct the review as per the schedule.

The chairman instructed the members to prepare the research project dissertation as per the norms and submit one copy to the college library.



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*P.P.P.*

Chairperson

**GUIDELINES FOR WRITING  
DISSERTATION**

**GUIDELINES FOR WRITING DISSERTATION**

Title (Capital)

Emblem (University)

Students' name (Capital)

Name of the college

DISSERTATION SUBMITTED IN PARTIAL FULFILLMENT

OF THE REQUIREMENTS FOR THE DEGREE OF

MASTER OF SCIENCE IN NURSING

KERALA UNIVERSITY OF HEALTH SCIENCES

Year



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.....Title.....

By

Name of the Candidate

Dissertation submitted to the

Kerala University of Health Sciences

Thrissur

In partial fulfilment of the requirements for the degree of

Degree Name

in

Subject Name

Under the guidance of

Name of the Guide

Name of the Department

Name of the college

Place

Year



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“.....Title.....” is a bonafide and genuine research work carried out by  
me under the guidance of Name & designation of the Guide.

Signature of the candidate

Date:

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COPY RIGHT

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ACKNOWLEDGEMENT

Not lengthy, Avoid Superlatives

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ABSTRACT

(Includes problem and objectives, methodology, results, interpretation and conclusion

In a single paragraph limited to 250-300 words)

Keywords

(Max.10)

Keywords shall be chosen from Nursing Subject Headings

(Each key word should be separated by semicolon)



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5.	RESULTS	
6.	DISCUSSION, SUMMARY AND CONCLUSION	
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LIST OF FIGURES (14size,Bold)

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LIST OF APPENDICES (14size, Bold)

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CHAPTER 1

INTRODUCTION (14size,Bold)

Sub headings (12size,bold)

Background of the problem

Need and significance of the study

Statement of the problem

Objectives

Operational definitions

Assumptions (if any)

Hypothesis (Write research hypothesis)

Conceptual/theoretical framework



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CHAPTER 2 (14size, bold )

REVIEW OF LITERATURE

Sub heading of the literature reviewed (12size, bold)

Summary (of reviewed literature at the end)



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CHAPTER 3 (14size,bold)

METHODOLOGY

Research approach

Research design

Variables

Schematic representation of the study

Setting of the study

Population

Sample and sampling technique

Inclusion criteria

Exclusion criteria

Tool/Instruments

Development/selection of the tool

Description of the tool

Content validity

Reliability of the tool

Pilot study

Data collection process

Plan for data analysis



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CHAPTER 4 (14size, bold)

ANALYSIS AND INTERPRETATION

Section title .

(Section wise presentation of data)



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CHAPTER 5 (14size, bold)

RESULTS

Objectives

Hypotheses

Results



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CHAPTER 6 (14size,bold)

DISCUSSION, SUMMARY AND CONCLUSION

Discussion

Summary

Conclusion

Nursing Implications

Limitations

Recommendations



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## Abstract

Abstract provides a brief summary of the dissertation/thesis, summing up clearly the problem examined, the methods used and the main findings. The abstract is a one-paragraph, self-contained summary of the most important elements of the paper. The abstract word limit is between 250 and 300 words. All numbers in the abstract (except those beginning a sentence) should be typed as digits rather than words. Keywords (max. 10) should be given, chosen from nursing subject headings. Each word should be separated by semicolon.



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## Proforma for Submission of M. Sc Nursing Dissertation Proposal

1. Name & Address of Student:
2. Email ID of the Student:
3. Registration Number:
4. Name & Address of Institution:
5. Title of the Dissertation:
6. Name of the Guide:
7. Address, phone number and E-mail ID of the Guide:
8. Educational Qualification of the Guide:
9. Experience of teacher in guiding postgraduate students. (in years):
10. Experience of teacher in guiding M.Phil/Ph.D students if any. (in years):
11. Synopsis of the study: Attached – Yes/No

Date:

Signature of the Guide

Enclosures:

- I.) Bio- Data of the Guide
- II.) proposal of the study (maximum 4-6 pages)



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## Proposal Outline

Title

Background / Need and Significance of the problem.

Purpose of the study

Statement of the problem and Objectives of the study

Operational Definitions

Conceptual Framework

Assumptions/ Hypotheses

Research Methodology

- a. Research Approach
- b. Research Design
- c. Setting
- d. Population, Sample, Sampling Technique & sample size, inclusion & exclusion criteria
- e. Tools & Technique
- f. Pilot Study
- g. Plan for data collection
- h. Plan for data analysis

Work Plan

Budget

Ethical Considerations

Reference- Vancouver style

Tools /instrument

Appendices –

Consent (English)

Tools/Instrument (English)

### Guidelines in writing synopsis

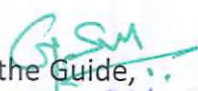
The research protocol should be of about 1200 words (6 pages of A4 size) on the topic. The research protocol should be submitted with a covering letter signed by the candidate and guide.

The work on and writing of protocol/ dissertation should be done under the Guide approved by the University.

The guide must be an active P.G teacher and qualified as per INC and the University norms.

The synopsis should be signed by the candidate and forwarded through the Guide, Departmental head and Principal of the Institution.



  
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**GUIDELINES FOR STUDENT RESEARCH  
PROJECT**



## **GUIDELINES FOR STUDENT RESEARCH PROJECT (BSC NURSING)**

There are four steps involved in research process.

1. Conceptual phase
2. Design phase
3. Implementation & empirical phase
4. Interpretation & dissemination phase

### **1. Conceptual phase**

The researcher will do following ;

- Problem identification and its significance.

The research questions or problem identified should meet FINER criteria.

F –Feasibility

I –Interesting

N –Novel

E –Ethical

R –Relevant

- Sources of ideas of research problem
- Clinical experience
- Literature review



- Theoretical knowledge
- Formulation of research problem & objectives

There are five different components of formulation of research problem.

P –Population of interest

I – Intervention of interest /Issue of interest

C –Comparison or controlling group

O –Outcome of result intervene group or researcher

T –Time frame with in which the researcher gets the outcome

- Objectives and hypothesis

Well written objectives should follow;

SMART Criteria

Specific - target a specific area

Measurable - quantity

Achievable - feasibility of the study in achieving outcome

Realistic -state whether the results can realistically be achieved

Time bound - stipulated time period should clearly mentioned

- For selecting the research problem

○ Undergraduate students have to prepare ten research questions and post graduate students have to prepare twenty five research questions.

○ Then develop conceptual frame work for the study.

○ It should depicts the way the research is done based on nursing theory.

- Review of literature

○ Based on research problem the researcher have to identify and locate sources of review of the study from books, journals, news paper, internet and sources from literatures .



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➤ Formulation of hypothesis

- Hypothesis should be formed in declarative statement, depending on types of hypothesis.
- It should be a clear statement of what is interested to be investigated

➤ Assumption and Limitation

Assumption is statements that assumed to be true. The education program enhances the knowledge of school students.

A researcher can make certain statements that are taken for granted and are a belief and not tested in others.

➤ Delimitation

The researcher can set conscious limitations before starting the study, while limitations are weakness or jet faults during the study.

➤ Operation definition

The researcher haveto define each terms in the problem statements for example;

A study to assess the education programme on H1N1 among school students in selected schools, Palakkad.

- Assess
- Student programme
- H1N1
- School students

➤ Ethical consideration and its clearence

The research proposal should be reviewed and cleared ethically by IEC after ethical review board meeting.

Before collecting data informed consent to be taken from the subjects.

## 2. Design phase

The researcher has to define research approach, research design, sampling, population sampling, sample size,, eligibility criteria



## Eligibility criteria

1. Induction criteria

2. Exclusion criteria

### ➤ Identify the data collection methods.

- Develop tool or instruments
- Check the reliability of the tool
- Send the tool for validity

## Data collection methods in qualitative data

Data is collected by interviews, observation, documents, audio visual materials.

Data collection is discontinued when data saturation is achieved.

Do recording data by making field notes, tape records, tape videos and photographs, all interviews are done must be transcribed.

## Data collection methods in quantitative data

Data is collected by questionnaire, checklist, rating scale, interviews, and observation.

### ➤ Conduct a pilot study- Trial new study

1/5<sup>th</sup> of the main study population – sample size of the pilot study.

## 3. **Implementation and Empirical phase.**

- Schedule in time frame of the study.
- Developing a budget seeking funds
- Recruiting and retaining subjects.
- Collecting data.

## 4. **Interpretation and Dissemination phase.**

After data collection is done.

## Quantitative data analysis.

- Quantitative data analysis and interpretation is done by coding each data then through SSPS package interpretation of result is done.

## Qualitative data analysis

- Qualitative analysis is done by use text, coding, theme development, description and interrelated themes.



- Research findings communicative or disseminated through publishing in journals and utilized as best practices in nursing.

## REFERENCES

Vancouver style of bibliography is done

Book reference;

Tripathi KD. Essential of medical pharmacology ,6<sup>th</sup> edition. New Delhi: Jaypee Brothers medical publishers Ltd;2008.p.757-765.



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**MANUAL OF RESEARCH POLICIES AND  
PROCEDURES**



**NEHRU COLLEGE OF NURSING**  
*Panayur Road Vaniyamkulam Ottapalam*  
 (A UNIT OF NEHRU GROUP OF INSTITUTIONS)  
**MANUAL OF RESEARCH**  
**POLICIES**  
**AND**  
**PROCEDURES**



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## VISION, MISSION AND GOALS

### Vision

College of nursing committed to total human development for the well-being of society and environment.

### Mission

- The primary mission of the Research committee is to mentor faculty across disciplines on the rigors of writing research proposals, collecting and processing data, writing of research report and publishable research articles in refereed journals from the research projects they undertake with financial support from within and outside of the Institution.
- The center is also mandated to offer opportunity and encourage faculty in all academic units to participate in collaborative and interdisciplinary research projects, locally and internationally.

### Objectives

- To create an enabling environment within college in order to foster a research culture as well as provide required support through research framework and guidelines.
- To ensure high level of efficient and effective support system to facilitate faculty and researchers in their research activities.
- Ensure publications in quality journals, indexed in Scopus/Web of Science and/or with impact factor.
- To nurture an environment of undertaking socially useful research with potential for commercialization.
- Establish Research Centers for Excellence.
- Interdisciplinary collaborations with health team members nationally and globally.



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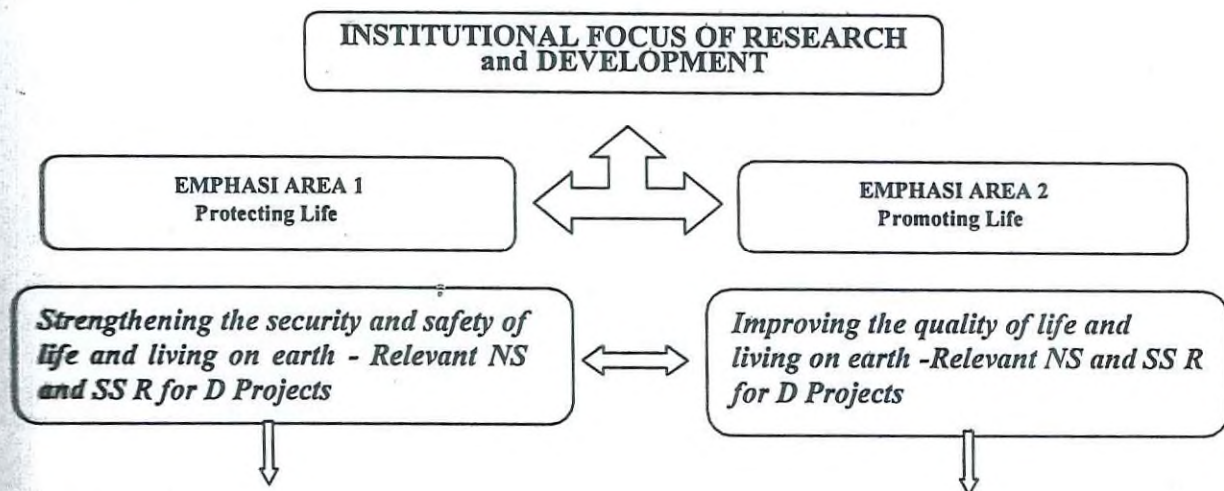
## Goals

- Quality and diverse body of students
- Quality support staff
- Adequate facilities and administrative Support
- Supportive and involved alumni
- Long-term financial stability



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## FRAMEWORK OF THE RESEARCH COMMITTEE



### INTEGRATIVE TOPICS FOR COLLABORATIVE RESEARCH

- Health & Development (“One Health”, R&V reduction & promoting development)
  - Health, sanitation & gender justice as drivers/inhibitors of SD of communities
  - Plant, animal & environmental health as factors of human health
- Environment & Development (Environmental security, R&V reduction & promoting development)
  - Linking geo-hazards with environmental health, security of life, and local development
  - Designing R&V M&E methods, geo-hazard mitigation strategies, & development planning
- Energy & Development (Food & energy security, R&V reduction & promoting development)
  - Sustainable Energy Sourcing and generation, and sustainable life and living
- Education & Development (Holistic learning [S/T/H], R&V reduction & promoting development)
  - Designing educational content & pedagogy to reduce R&V & enhancing development Beliefs & practices, literature, music & visual arts as cultural drivers of SD

### Acronyms:

- M&E- Monitoring and Evaluation
- R for D- Research for Development
- SD- Sustainable Development
- NS- Natural Sciences
- R&V- Risk and Vulnerability
- SS- Social Sciences
- S/T/H- Science, Technology, Humanities

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## RESEARCH COMMITTEE AGENDA

To guide the faculty members on what research projects to undertake, the 10 – point research agenda or themes were presented, reviewed, discussed and improved during the Coordination Meeting of designated Research Coordinators of all academic units.

The research agenda were based on the following: the vision and mission of institution, the current issues that are critical to human well- being and the quality of the natural environment as well as the research topics that easily get funding from external sources.

The coverage of the research agenda is also broad enough to provide opportunity for all academic units. Moreover, the faculty members of different academic units are also encouraged to engage in an interdisciplinary or interdepartmental research project. This will promote productive crossing of disciplinary boundaries as well as maximize the use of human and financial resources from the institution.

- Ethics, religiosity, spirituality, and philosophical thinking across generations and spaces
- Gender articulations, issues on children, the elderly, and persons with disabilities in different contexts
- Perceptions of and human responses (adaptation and mitigation) to climate change, environmental threats and opportunities, costs and benefits of environmental protection and conservation
- Governance, economics, law, legal reform, peace, justice, and social equity
- Evidence-based innovations, alternative and complementary methods in the practice and delivery of quality health care, including reproductive health services
- Financial sustainability, resource management, food safety and security, and nutrition
- Innovations and assessment in teaching, including language, literature and communication studies
- Human impacts of and innovations in engineering, business practice, entrepreneurship, and information technology



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## RESEARCH FUNDING AND INCENTIVES

### A. Potential Sources of Research Funds

#### Internal

- Institutional fund for Research-Seed money from trust (All Departments)
- PTA fund for students Research (All Departments)

#### External

##### Local government units

- Government agencies (e.g. CHED, DOH, DOST)
- Private organizations (national and international) Non-government organizations Corporations

### B. Publications as Requirements for Promotion in Rank

Sl.No	Designation	Number of Publications and Conference Papers
1.	Lecturer/Instructor	Group research
2.	Assistant Professor	Group research
3.	Associate Professor	One publications + one conference paper presented
4.	Professor	Six publications + one conference paper presented

### Guidelines

- The article must be a product of research defined as an investigation, both in the natural and social sciences, that intends to answer questions and test hypotheses to produce a theory or to provide the basis for the development of technologies that improve the quality of life and of living, both of society and the environment.
- The research article must have been published in international peer reviewed journals that are CHED-accredited or indexed in SCOPUS .The author or authors may be requested to submit a photocopy of that page of a journal which contains the policies and list of its editorial board members.



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- A photocopy of the research article which also shows its year of publication must be submitted to the Office of the Human Resource Division (HRD) Manager that handles FSAS and decides on the merit of publications of faculty who are candidates for promotion in rank.
- There is no limit on the number of faculty and number of published research articles per faculty that can qualify the ICIS per year. These articles have to be submitted up to the last day of office in December of the awarding year.
- The review of the submitted research articles shall start with the FSAS Committee of the University convened by the HRD. Those qualified articles for ICIS will be sent to the Director of Research and Development Center (RDC) for review and endorsement to
- The author or authors will be notified in writing or by email about the status of their submitted published article if this had qualified or not of the cash incentive. The cash incentive for qualified articles shall be directly deposited to the account of the author or authors as part of the monthly payroll.
- The awarded articles are still qualified to apply or avail of cash awards from other institutions or organizations (e.g. CHED REPUBLICA Awards, DOST Awards).

#### **POLICIES AND CONDITIONS FOR AWARDING FACULTY DEVELOPMENT GRANT FOR RESEARCH**

The following policies and conditions have to be observed in the approval of research proposals submitted by faculty

- The Research committee shall fund the approved research proposal, with an initial release of 50 percent of the total budget in the form of cash advance, which will be taken from the Faculty Development Grant for Research. But a researcher as a principal proponent can only avail of a grant once to give opportunity to other faculty.
- The approved research project has not been conducted or funded by another source as indicated in the proposal when it was submitted for review.



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- The researcher is required to secure all necessary permissions for any part of the proposal (such as the research instrument, photos, secondary data sets) whose copyright is owned by someone else as well as to pay any fees that may be involved in the use of these materials.
- The research has to be conducted according to the methods stated in the approved proposal and has to be completed within the designated period which starts upon the release of the 50 percent of the requested budget. The Research Director has to be notified in writing the reasons for any modifications in the method of conducting the study after the funds have been released.
- The researcher is required to submit in writing to the Director of Research committee midterm report of the status of the project as a way of monitoring its progress. Extension of the project may be granted based on the reasons stated in the written request of the researcher.
- Upon completion of the research project, the researcher is expected to make an oral public presentation which will be co-sponsored by the Research committee. A panel of reviewers will be assigned to comment and offer suggestions to improve the paper.
- The researcher should revise the paper according to the comments and suggestions during the oral presentation and submit the final paper in an article format according to the specifications or requirements of a chosen refereed journal. The researcher is free to decide to what refereed journal the article will be submitted for publication.
- The researcher is required to acknowledge in the article the Faculty Development Grant for Research committee .
- The remaining 50 percent of the budget will only be paid to the researcher after the final paper has been submitted to, reviewed by, and recommended for payment by the Research Director.
- In case of a failure to complete the research project, the researcher is obligated to pay back the actual released budget in accordance with the policy of the university



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## FORMAT OF A PROPOSAL FOR FACULTY DEVELOPMENT GRANT FOR RESEARCH

**Title of the proposal**

**Proponents and contact information**

**Introduction** (should describe how the research problem has evolved, the rationale for conducting the study and the relevance or significance of the results)

**Research problem or objectives** (include hypotheses, if necessary)

**Review of related literature** (should show what has been written about the topic and what need to validate or gaps to reconcile, be formatted in such a way that it presents theoretical perspective or argument of the study, also put conceptual framework, if necessary)

**Methods** (depending which is appropriate to the kind of study proposed: setting and respondents or materials, sampling procedure, research instrument, data collection procedure, data analysis procedure)

**Expected outcomes** (should demonstrate how this research project has contributions or relevance to faith enhancement, classroom instruction and extension works or service-learning)

**Timetable of the study**

Tentative plan of the research work and schedule

**Budgetary requirement**

Allocation of budget (The results, submission and acceptance of the research manuscript that is ready for publication)



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References cited (use the American Psychological Association format)

Appendix (instruments to be used for research)



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## SUGGESTED FORMAT OF MANUSCRIPT

**Title**

**Author**

**Abstract** (briefly presents the major or salient points of the paper; about 150 to 200 words)

**Introduction** (contains the background and rationale or significance of the study, objectives or research problems, hypotheses if applicable)

**Theoretical considerations** (discusses the theory or theories that guide the investigation and analysis of data; supported by related literature)

**Methods** (describes the setting and respondents or subjects, sampling procedure, data gathering tools and procedure, data analysis procedure)

**Results** (presents the findings according to the research problems arranged by subtopics)

**Discussion** (interprets the data as informed or guided by the theoretical considerations)

**Conclusion** (briefly shows the salient findings that answer the research problems; contains also the recommendations)

**Acknowledgement** (aside from other persons or institutions to acknowledge, always recognize that the source of fund for the study).

**References cited** (use the American Psychological Association format)

**Appendices** (if necessary)



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## ETHICAL PRINCIPLES AND GUIDELINES OF THE INSTITUTION

### *Scientific Research as a Public Trust*

Scientific research and innovation are important pillars for the development of any country and people. "The institution shall give priority to research and development, invention, innovation, and their utilization, and to science and technology education, training and services."

This principle of prioritizing scientific research is premised on the State's and society's trust in the integrity of scientists and researchers, in the reliability of the results of their scientific work, and in the credibility of their scientific pronouncements.

Because the general public does not have the means and capacity to verify the outcomes and interpretations of the work of scientists and research, the public trusts that the scientific research community is composed of people of integrity and honesty, who would ensure that the work of all scientists and researchers abide by basic ethical principles that guide good scientific work.

These *Ethical Principles for Science Researchers* articulates the general principles of ethical conduct in scientific work and all its aspects; these basic ethical principles should guide all scientists in their various roles and functions in the scientific and academic community, and in society, including research, publication and other forms of public communication, teaching and mentoring, among others.

This articulation of principles represents the more specific ethical standards that the scientific community to its national and human development goals.



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## **General Principles**

### **1. Ethical Scientific Practices**

All scientists recognize, abide by, and intentionally disseminate the basic ethical principles articulated in this document. They also require of all their colleagues conduct and behavior consistent with these principles. They do not defend, conceal or justify conduct that breaches these principles, not even on the basis of necessary obedience and loyalty. They refuse all forms of scientific dishonesty and infringement of the principles specified in this document.

### **2. Ethical Use of Science in Society**

All scientists consider scientific research as an integral part of a culture of inquiry, and as the source of innovation, and thus, defend scientific work against inappropriate criticism. They stand determinedly against the unethical and inappropriate use of scientific knowledge, and ensure that scientific knowledge is used in the service of national and human development goals.

### **3. Conflict of Interest**

All scientists serve the scientific community and the general public by providing unbiased professional judgments and statements regarding various issues of public interest; these judgments and statements are based on careful scientific studies. They avoid all possible cases in which the provision of unbiased judgments is affected in any way that may favor self-interest and other conflicting interests.

### **4. Intellectual Honesty**

All scientists acknowledge the scientific contributions of predecessors and colleagues to the research question being studied in all written and oral reports of their research study. When citing findings and results obtained by other scientists, they provide clear references to the appropriate respective sources, whether published or unpublished. They do not plagiarize any part of the research reports of other scientists and researchers, whether published or unpublished; that is, they do not take other authors' findings, words, and writings, and pass them off as their own by not providing appropriate indications and citations of the original sources, whether published or unpublished.



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#### 5. Weighing the Benefits of Science vis-a-vis Potential Harm

All scientists undertake research in such a way that ensures that society and all its members, the environment, and other basic human and cultural values are not compromised. always consider the benefits of their scientific work vis-à-vis these potential harms. In cases when the benefits of science are deemed to outweigh the potential harm, scientists has to take all steps to minimize potential harm and take steps to mitigate their negative consequences.

#### 6. Commitment to Professional Development as Scientists

All scientists broaden and deepen their scientific knowledge and strive to improve personal professional competency. They maintain a critically reflective attitude towards their own scientific findings and results as well as to results of colleagues, and are open to discussion and factual arguments.

#### 7. Development of Students and other Stakeholders

All scientists are committed to mentoring future scientists and to developing the scientific knowledge of their students as well as other stakeholders and end-users of scientific knowledge. They model the proper knowledge, skills, and principles of good conduct in science to students and other stakeholders, as such they consider the consequences and act appropriately regarding the possible scientific misconduct or unethical behaviors of their students, collaborators, and partners in scientific work

#### 8. Advocacy for Scientific Approaches

All scientists defend the freedom of scientific thought, expression, exchanges of opinion and information. They refuse to use non-scientific approaches and expressions of ideological, religious, and political opinions in their work as scientists.



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## THE INSTITUTIONAL RESEARCH ETHICS COMMITTEE (REC)

Research ethical committee to help "safeguard the dignity, rights, safety, and well-being of all actual or potential research participants" either humans or animals (WHO 2000).

It is necessary for all research proposals on biomedical, social and behavioral science research for health involving human participants, their biological material and data to be reviewed and approved by an appropriately constituted EC to safeguard the dignity, rights, safety and well-being of all research participants. ECs are entrusted with the initial review of research proposals prior to their initiation, and also have a continuing responsibility to regularly monitor the approved research to ensure ethical compliance during the conduct of research.

### Composition of an EC

- ECs should be multi-disciplinary and multi-sectoral.
- There should be adequate representation of age and gender.
- Preferably 50% of the members should be non-affiliated or from outside the institution.
- The number of members in an EC should preferably be between seven and 15 and a minimum of five members should be present to meet the quorum requirements.
- The EC should have a balance between medical and non-medical members/technical and non-technical members, depending upon the needs of the institution.

### Composition, affiliations, qualifications, member specific roles and responsibilities of an EC

No	Members of EC	Definition/description
1	Chairperson/ Vice Chairperson (optional) Non-affiliated Qualifications - A well-respected person from any background with prior experience of having served/ serving in an EC	Conduct EC meetings and be accountable for independent and efficient functioning of the committee  Ensure active participation of all members (particularly non-affiliated, non-medical/ non- technical) in all discussions and deliberations  Ratify minutes of the previous meetings In case of anticipated absence of both Chairperson and Vice Chairperson at a planned meeting, the Chairperson



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		<p>should nominate a committee member as Acting Chairperson or the members present may elect an Acting Chairperson on the day of the meeting.</p> <p>The Acting Chairperson should be a non-affiliated person and will have all the powers of the Chairperson for that meeting.</p> <p>Seek COI declaration from members and ensure quorum and fair decision making.</p> <p>Handle complaints against researchers, EC members, conflict of interest issues and requests for use of EC data, etc</p>
2	<p>Member Secretary/ Alternate Member Secretary (optional) Affiliated</p> <p>Qualifications -</p> <ul style="list-style-type: none"> <li>• Should be a staff member of the institution</li> <li>• Should have knowledge and experience in clinical research and ethics, be motivated and have good communication</li> </ul> <p>Skills Should be able to devote adequate time to this activity which should be protected by the institution</p>	<p>Organize an effective and efficient procedure for receiving, preparing, circulating and maintaining each proposal for review</p> <p>Schedule EC meetings, prepare the agenda and minutes</p> <p>Organize EC documentation, communication and archiving</p> <p>Ensure training of EC secretariat and EC members</p> <p>Ensure SOPs are updated as and when required</p> <p>Ensure adherence of EC functioning to the SOPs</p> <p>Prepare for and respond to audits and inspections</p> <p>Ensure completeness of documentation at the time of receipt and timely inclusion in agenda for EC review. Assess the need for expedited review/ exemption from review or full review.</p> <p>Assess the need to obtain prior scientific review, invite independent consultant, patient or community representatives.</p> <p>Ensure quorum during the meeting and record discussions and decisions</p>
3	Basic Medical Scientist(s)	Scientific and ethical review with special emphasis on



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	<p>Affiliated/ non-affiliated Qualifications -</p> <ul style="list-style-type: none"> <li>• Non-medical or medical person with qualifications in basic medical sciences</li> <li>• In case of EC reviewing clinical trials with drugs, the basic medical scientist should preferably be a pharmacologist</li> </ul>	<p>the intervention, benefit-risk analysis, research design, methodology and statistics, continuing review process, SAE, protocol deviation, progress and completion report</p> <p>For clinical trials, pharmacologist to review the drug Safety and pharmacodynamics.</p>
4	<p><b>Clinician(s)</b> Affiliated/ non-affiliated Qualifications -</p> <ul style="list-style-type: none"> <li>• Should be individual/s with recognized medical qualification, expertise and training</li> </ul>	<p>Scientific review of protocols including review of the intervention, benefit-risk analysis, research design, methodology, sample size, site of study and statistics</p> <p>Ongoing review of the protocol (SAE, protocol deviation or violation, progress and completion report)</p> <p>Review medical care, facility and appropriateness of the principal investigator, provision for medical care, Management and compensation.</p> <p>Thorough review of protocol, investigators brochure (if applicable) and all other protocol details and submitted documents.</p>
5	<p><b>Legal expert/s</b> Affiliated/ non-affiliated Qualifications -</p> <ul style="list-style-type: none"> <li>• Should have a basic degree in Law from a recognized university, with experience</li> <li>• Desirable: Training in medical law</li> </ul>	<p>Ethical review of the proposal, ICD along with translations, MoU, Clinical Trial Agreement (CTA), regulatory approval, insurance document, other site approvals, researcher's undertaking, protocol specific other permissions, such as, stem cell committee for stem cell research, HMSC for international collaboration, Compliance with guidelines etc.</p> <p>Interpret and inform EC members about new regulations if any</p>
6	<p><b>Social scientist/ philosopher/ ethicist/theologian</b> Affiliated/ non-affiliated Qualifications -</p>	<p>Ethical review of the proposal, ICD along With the translations.</p> <p>Assess impact on community involvement, socio-cultural context, religious or philosophical context,</p>



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	<ul style="list-style-type: none"> <li>• Should be an individual with social/ behavioural science/ philosophy/ religious qualification and training and/or expertise and be sensitive to local cultural and moral values. Can be from an NGO involved in health-related activities</li> </ul>	<p>if any</p> <p>Serve as a patient/participant/ societal /community representative and bring in ethical and societal concerns.</p>
7.	<p><b>Lay person(s)</b> Non-affiliated Qualifications -</p> <ul style="list-style-type: none"> <li>• Literate person from the public or community</li> <li>• Has not pursued a medical science/ health related career in the last 5 years</li> <li>• May be a representative of the community from which the participants are to be drawn</li> <li>• Is aware of the local language, cultural and moral values of the community</li> <li>• Desirable: involved in social and community welfare activities</li> </ul>	<p>Ethical review of the proposal, ICD along with translation(s).</p> <p>Evaluate benefits and risks from the participant's perspective and opine whether benefits justify the risks.</p> <p>Serve as a patient/participant/ community representative and bring in ethical and Societal concerns.</p> <p>Assess on societal aspects if any.</p>



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## Guidelines for Creating the REC Based on WHO Standards and INC

Given this context, the ethics review body of institution, called the Research Ethics Committee (REC), was created according to the standards of the World Health Organization (WHO 2000) which are also adopted in the National *Ethical Guidelines for Health Research*.

- **Adequate legal framework:**

The Department of Health (DOH) and the Commission on Higher Education (CHED) require all organizations and higher education institutions (HEIs) engaged in research involving human and animal subjects to create their respective ethics review bodies.

- **Multidisciplinary and multispectral membership:**

The composition of the REC may range from five to nine with gender balance and represented by different disciplines such as medical and health, law, religion and philosophy, natural sciences, social sciences and related others as well as lay people in the community.

- **Adequate staffing, facilities, and financial resources:**

The REC must have its own office with a Chairperson. It must have sufficient resources to support its operation. The collection of reviewer fees from outside researchers must be part of the resource generation activity of the board.

- **Independence of REC operations:**

The REC is independent from the research committee and, therefore, the Research Director cannot supervise or become a member of the REC due to conflict of interest. Meanwhile, REC members with research proposals under review must inhibit from the said process.



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- **Provision of training on ethical considerations:**

The chairperson and members of the REC must be knowledgeable of or trained about ethical considerations in reviewing different types of research proposals and involving different subjects, humans or animals.

- **Transparency, accountability, consistency, and high quality operations:**

The policies and procedures of the REC must be known to all interested parties and must promote high quality review results that put great regard to objectivity.

- **Coherence and consistency in the application of ethical principles:**

The REC must be aware of and consistent to international and national documents on ethics and human rights instruments in the formulation of its policies and procedures.

- **Decisions based on thorough and inclusive processes:**

The actions of the REC to research proposals must have made according to its policies and standard operating procedures and the decisions made are carefully studied and voted upon by its members.

- **Policies and procedures are written:**

The policies and standard operating procedures of the REC must be written specific to the condition of the institutions but based upon the ethical guidelines. These guide the manners of accepting research proposals, reviewing them according to types, deciding on their merits, announcing of the results, and disposing of reviewed research proposals. The review policies and procedures for students must be different from faculty and outside researchers.

- **Ensure only qualified persons will conduct research:**

The REC must ensure that the proposals submitted for review must be conducted or implemented by researchers with sufficient scientific, clinical, or other relevant qualification



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## MEMBERS OF THE ETHICAL COMMITTEE

Sl.no	Members of EC	Department	designation
1.	Prof. Tamilselvi P	OBG	Chairperson
2.	Prof. Lavanya	Medical Surgical Nursing	Member Secretary
3.	Dr.Alavi MD	General medicine	Basic Medical Scientist
4.	Mrs.Suchithra	BA LLB	Legal expert/s
5.	Lt.Col.Regina	Sociologist	Social scientist
6.	Mr.Bhaskaran	Panchayth Member	Lay person(s)
7.	Mr.Liju James	Mental health Nursing	Member
8.	Mr.Abdul Nisthar	Child Health Nursing	Research Coordinator
9.	Mrs.Titus Fernadaz	Community Health Nursing	Member
10	Mrs.Milky Mathew	Statistician	Member



  
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## TERMS OF ENGAGEMENT FOR INTERNALLY-FUNDED PROJECTS

**Title of the study:**

**Person conducting the research:**

**The parties hereto hereby agree as follows:**

- The Research and Development Center shall fund the approved research proposal, with an initial release of 50 percent of the total budget in the form of cash advance, which will be taken from the Faculty Development Grant for Research.
- The approved research project has not been conducted or funded by another source as indicated in the proposal when it was submitted for review. The researchers are required to secure all necessary permissions for any parts of the proposal (such as the research instrument, photos, secondary data sets) whose copyright is owned by someone else as well as to pay any fees that may be involved in the use of these materials.
- The research has to be conducted according to the methods stated in the approved proposal and has to be completed within the designated period which starts upon the release of the 50 percent of the total budget.
- The researchers are required to submit in writing to the Director of Research committee midterm report of the status of the project as a way of monitoring its progress. Extension of the project may be granted based on the reasons stated in the written request of the researcher.
- Upon completion of the research project, the researchers are expected to make an oral public presentation which will be co-sponsored by the Research committee. A panel of reviewers will be assigned to comment and offer suggestions to improve the paper.
- The researchers should revise the paper according to the comments and suggestions during the oral presentation and submit the final paper in an article format according to the



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specifications or requirements of a chosen refereed journal. The researchers are free to decide to what refereed journal the article will be submitted for publication.

- The researchers are required to acknowledge in the article the Faculty Development Grant for Research of Silliman University through the Research and Development Center as source of the research fund.
- The remaining 50 percent of the total budget will only be paid to the researchers after the final paper has been submitted to, reviewed by, and recommended for payment by the Research Director.
- In case of a failure to complete the research project within the stated period in the proposal, the researchers are obligated to pay back Silliman University the actual released budget.
- The Parties hereto have caused this Terms of Engagement to be signed in their respective names.

Director

Principal Investigator

Date:

Date:



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# **PLAGERISM CHECK SOFTWARE**



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# Eight tools. One platform.

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Prevent mistakes

**Plagiarism Checker** >  
Protect integrity

**AI Detector** >  
Analyze text

**Summarizer** >  
Read faster

**Citation Generator** >  
Research responsibly

**Translator** >  
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**QuillBot Flow** >  
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