

Gold Coast Health

# Clinician Researcher FELLOWSHIPS

## 2024 Guidelines

### Introduction

Clinician researchers are well placed to identify issues and research opportunities of great relevance and need to our patients and their health care delivery. The Clinician Researcher Fellowships (the Fellowships) program provides a platform to enable this potential for our clinicians, acting as a catalyst to attract and retain skilled staff.

The Fellowships will provide health professionals with the opportunity to pursue research, whilst continuing to work clinically. The Fellowship program will be open to staff across all healthcare disciplines and will provide for 0.4 FTE of three years' duration for emerging and early career clinician researchers with an eligible Research Higher Degree; for this Fellowship being a Doctor of Philosophy (PhD). The Fellowships are available to Gold Coast Health clinical staff to develop and hone their research skills while contributing to high quality research needed to improve healthcare delivery.

### Program Objectives

Gold Coast Health is committed to setting a forward-looking research agenda which embraces novel approaches to diagnostics and therapeutics, as well as systematically evaluating our clinical practice and the implementation of new knowledge to deliver world class healthcare.

The Gold Coast Health [Research Strategy 2022-2024](#) outlines our vision to embrace research to drive the best possible care for our community. Our mission is to empower our staff to work with our partners and consumers to continuously improve the care we deliver, through quality research and its translation into practice. The Fellowships will enable our clinicians to develop a program of research aligned to the vision and mission of the Gold Coast Health Research Strategy and the priorities of the Gold Coast Hospital and Health Service [Strategic Plan 2024-2028 \(G28\)](#); being designed to concurrently advance their research and clinical practice careers.

The key objectives of the Clinician Researcher Fellowships program are to:

- support excellence in research in emerging or early career clinician researchers who are embedded within Gold Coast Health
- promote enhanced opportunities for diverse career pathways by attracting and retaining our emerging or early career clinician researchers
- expand emerging or early career clinician-researcher capacity in a supportive and appropriately supervised, research-enabling environment
- enable capacity building, emerging or early career clinician-researcher mentoring, and the continued development of leadership and supervision capabilities

Applications are invited from clinicians across all healthcare disciplines, including allied health services, health sciences, dental, medical, and nursing and midwifery health care professionals.

Key dates	
16 September 2024	Applications Open
11 November 2024	Applications Close
18 November – 9 December 2024	Panel Assessments
18 February 2025	Interviews (shortlisted applicants)
04 March 2025	Final Decision and Applicants Notified
04 - 17 March 2025	Presentation slides to be provided by successful applicants
20 March 2025	Successful applicants deliver a short presentation (5 mins) at the 2025 Research, Innovation and Transformation showcase.

## Definitions

Term	Definition
Applicant	Refers to the individual who is submitting the application.
Career disruption	A prolonged interruption to the ability to work due to pregnancy, illness/injury and/or carer responsibilities. Career disruptions are taken into account in track record assessment and in determining an applicant's eligibility to qualify as an early career researcher.
Clinician	A health professional with a recognised tertiary degree, with eligibility for full registration with either the Australian Health Practitioner Regulation Agency (Ahpra), or membership (or eligibility) or registration with a relevant professional body. This includes medical practitioners, nurses, nurse practitioners and midwives, allied health professionals, and clinical scientists.
Clinician duties	Refers to those duties undertaken by the applicant in the course of their employment as a clinician. These duties may be directly related to patient care or may include non-clinical duties such as administrative or management specialisation.
Doctoral Degree Doctor of Philosophy (PhD)	A post-graduate degree completed at a university or recognised training institution. For the purposes of the Fellowships program, the Australian

	Qualification Framework (AQF) is used, being Level 10 – Doctoral Degree (PhD) - Doctor of Philosophy.
Early Career Clinician Researcher	A clinician who has two to five years research activity post PhD. Career disruptions will be considered where the capacity to work has been impacted. Please contact the Research office if you have any questions or require clarification. E: <a href="mailto:grantsgoldcoast@health.qld.gov.au">grantsgoldcoast@health.qld.gov.au</a> or P: 5687 0663
Emerging Clinician Researcher	A clinician who has up to two years research activity post PhD. Career disruptions will be considered where the capacity to work has been impacted. Please contact the Research office if you have any questions or require clarification. E: <a href="mailto:grantsgoldcoast@health.qld.gov.au">grantsgoldcoast@health.qld.gov.au</a> or P: 5687 0663
Fellow	For the purposes of this document, Fellow will refer to a successful Fellowship applicant.
Mentor	Refers to an adequately experienced individual who will provide advice, guidance, and support to the Fellow for their long-term research development.
Relative to opportunity	Any personal or professional circumstances affecting research productivity. These circumstances will be considered in track record assessment.
Supervisor	Refers to an individual nominated to supervise the Fellow whilst undertaking their clinician researcher duties. The supervisor must be an accredited PhD supervisor or an established researcher with clinical and/or academic supervisory experience.

## Eligibility Criteria

To be eligible for a Clinician Researcher Fellowship, applicants must:

- be employed with Gold Coast Health for the duration of the Fellowship, appointed to a minimum of 0.2 FTE clinician duties, as per the definition above. The total Gold Coast Health appointment must not exceed 1.0 FTE  
*Note: the total concurrent employment arrangement with Gold Coast Health does not have to equate to 1.0 FTE*
- be an emerging or early career researcher with a PhD with up to five years post award. Individuals who will be completing their PhD in 2024 are eligible but must provide evidence that the degree was passed with a conferral date confirmed, prior to close of applications. Career disruption will be taken into account for applicant eligibility.
- nominate two or more supervisors, at least one being an academic (university) supervisor
- provide a proposal to develop and undertake a body of research aligned with the Gold Coast Hospital and Health Service Strategic Plan 2024 - 2028 (G28) to be undertaken at, or significantly associated with, Gold Coast Health facilities and/or research which involves preventative or community work that will directly impact Gold Coast Health service delivery and the wider community
- provide a clear account of how the Fellowship will be used to further their own career plans and build broader research capacity
- include a signed Letter of Support from the relevant Head of Department endorsing the

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application, and with a commitment to support a reduction of clinician duties within six (6) months of acceptance of the Fellowship Agreement Terms and Conditions and Clinician Researcher Fellowship arrangement.

- Submit the application using the requisite online application form by the advertised closing date (*no extension requests will be considered*)
- upload all requisite documents according to content and formatting requirements
- ensure that all requisite certifications and signatures are obtained on the certification page of the application form. These will include:
  - certification and signature of Applicant
  - certification and signature of Head of Department
  - certification and signature of Primary Supervisor
  - certification and signature of Secondary Supervisor/s
  - certification and signature of Executive Director
- upload a copy of the certification page, with all requisite signatures, as one document using the online platform.

## Terms of Funding

- Fellowships will provide for part-time (0.4 FTE annually) for three-years.
- Fellows will either be concurrently appointed to a temporary part-time position at the level of their current substantive clinician appointment within Gold Coast Health or funds transferred to their existing position to enable 0.4 FTE of time to be allocated to the Fellowship.
- Fellows will complete a regular six-monthly check-in and an Annual Progress Report to update the Research Office of their progress.
- Fellows are expected to provide evidence that they have applied for external research funding during their Fellowship.
- Fellows will develop an individualised research training plan on commencement of their Fellowship. It is expected that this plan demonstrates how a Fellow intends on participating in research training e.g., as provided through academic partners, and informed by a baseline of training already completed.
- Fellows will receive the following:-
  - A Letter of Confirmation
  - A Fellowship Agreement to be signed by the Fellow, outlining the Terms and Conditions of the award, including compliance with all relevant policies, procedures legislation and regulatory frameworks relating to the conduct and management of research.
  - A Confirmation of Fellowship Arrangement form to be signed by the Fellow and their Director.
- Fellows must take up the appointment within six (6) months of acceptance of the Terms and conditions of the Fellowship Agreement and Fellowship arrangement, except where granted special permission to do otherwise.
- Fellows should give early consideration to any back-fill requirements to ensure these are covered by commencement of the agreed Fellowship term.

- It is the Fellow's responsibility to ensure full ethical approval (e.g., Human Research Ethics Committee approval) and governance (site-specific authorisation) is received for all research undertaken during the Fellowship.
- The Fellow will be responsible for demonstrating adherence to the research plan outlined in the approved application, and continuation of Fellowship funding is contingent upon successful progress toward completion of these activities. Fellows will be monitored via the check-in and their Annual Progress Report.
- Where the application includes a proposed collaboration with an Academic partner, the applicant must also demonstrate agreement from the academic partner to meet the minimum expectations in Fellowship support, including both in-kind and infrastructure support.

## Assessment Criteria

Applications will be assessed by the Clinician Researcher Fellowships Panel (the Panel) using the following criteria.

Clinician Researcher Fellowship Criteria:	Weighting
Research potential of the applicant - the degree to which the applicant has demonstrated an aptitude for research through their track record (e.g., competitive grants and peer-reviewed publications) and/or a commitment to the application of research in their clinical field (relative to opportunity). The demonstrated ability to both generate and apply evidence into practice.	35%
Research program proposal quality, feasibility, degree of consumer engagement, alignment with the Gold Coast Hospital and Health Service Strategic Plan 2024-2028 (G28) and potential to impact Gold Coast Health's service delivery and wider community	30%
Research environment - including the team, supervision, potential to build broader research capacity and health service support	30%
Commitment to Gold Coast Health – substantive FTE appointment at time of application	5%

Following assessment by the Panel, short-listed applicants will be recommended for interview to the Gold Coast Health, Study, Education and Research Trust Account (SERTA) Committee and the Executive Research Committee. Once endorsed, short-listed applicants will be invited to interview. Those applicants who are unsuccessful and do not progress to an interview will receive written (e-mail) confirmation from the Research Office not less than one-week prior to the scheduled interview date.

## Interviews

<b>Date</b>	Tuesday 18 February 2025
<b>Duration</b>	30 minutes (must arrive 15 minutes prior to prepare)
<b>Location</b>	Gold Coast Health, PED Building

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## Invitation

- Invitations will be received by phone and e-mail not less than one week prior to the scheduled interview.
- Applicants are requested to invite their Head of Department, Clinical Supervisor or Executive delegate to attend.

## Acceptances

- Timeslots will be allocated, and applicants are expected to be available at the requested time.
- Acceptance must be confirmed by return e-mail. A request for a change in time only may be made. Requests are not guaranteed and will only be made subject to panel availability.
- Should an applicant decline or be unavailable to interview, they will not be eligible for the current round and the next-highest ranked applicant may be invited to interview.

## The Interview

- Attendance is required in-person. Under exceptional and extenuating circumstances only, provisions for tele/video conference may be made. Please note, this does not include work roster conflicts or inability to travel between Gold Coast Health campuses.
- Gold Coast Health members of the Fellowship Panel will attend the interview, including the Panel Chair, plus the applicant, their Head of Department or delegate.

## Assessment

- Applicants should prepare a brief presentation summarising their research program and its potential impact. Instructions will be provided prior to the interview.
- Applicants will be asked questions relevant to their application, selected by the Panel, in line with Gold Coast Health values, integrity, community first, respect, excellence, compassion and empower.
- The Head of Department, Supervisor or Executive delegate attending the interview will be asked to speak to the level of potential impact, project feasibility and support of the applicant.

## Outcomes and Award

- The Fellowship panel will determine a recommendation following the interview.
- The Fellowship panel will then prepare a recommendation to the Gold Coast Health Study, Education, Research Trust Account (SERTA) Committee with a final endorsement by the Gold Coast Health Executive Research Committee.
- Successful candidates will receive a tentative offer and will be requested to undertake formal negotiations with their proposed academic partner and confirm arrangements with their Head of Department and Executive Director.
- Outcomes are anticipated to be announced 04 March 2025.

## Online Application Form (Outline)

### How to Apply

Applications for the Clinician Researcher Fellowships must be completed online via the SmartyGrants online platform .

[https://healthqld.smartygrants.com.au/CRF\\_2024](https://healthqld.smartygrants.com.au/CRF_2024)

### SmartyGrants Help Guides

#### Help Guide for Applicants

<https://applicanthehelp.smartygrants.com.au/help-guide-for-applicants/>

#### Applicant FAQ's

<https://applicanthehelp.smartygrants.com.au/applicant-faq%27s/>

### Application Form

The following is an outline only of questions which will appear in the online form. Prior to commencing the application in SmartyGrants, we recommend that applicants preview or download a PDF copy of the online form to obtain further detail on word counts, CVs and other requirements.

#### Page 1. Introduction and Important Information

This section outlines requirements regarding eligibility and supporting documentation for upload into the completed application form and includes key dates for the application process.

#### Page 2. Applicant Details and Research Track Record

You will be asked to provide your contact details, employment status, clinical registration or professional certification and PhD details.

You will also be asked to provide details of your research track record and details of any circumstances or a career disruption that has affected your capacity to undertake work post PhD.

#### #1 Upload: CV/Resume including details of research projects, grant funding and publications

Formatting requirements: PDF only, six pages maximum

Mandatory File Name: CRF\_2024-XXX Resume.pdf



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### Page 3. Research Program Proposal

You will be asked to respond to the following questions:

#### NHMRC Research Area and Group

Select relevant Broad Research Area, Group and Field of Research (FOR)

#### Title:

Provide the title of your research program proposal

**What is the vision of your Fellowship research program and describe how it aligns with the Gold Coast Health Strategic Plan 2024 – 2028 (G28)?**

#### Background and Rationale

Describe a specific issue or problem you want to address and how your research program will contribute to the current evidence base.

#### Aims and Objectives

You will be asked to describe the aims and objectives of your research program.

#### Research Plan

This section should include a plan of the proposed research activity (e.g., design, methods, participants, sample size, procedures/data analyses plan etc.)

#### Potential Significance and Impact

Describe the potential significance and impact for the Gold Coast Health community and more broadly at a national and/or international level and how you plan to translate findings locally and beyond.

#### Consumer Engagement

How do you plan to incorporate consumer engagement within your research program throughout the Fellowship?

#### Feasibility (Milestones and Timelines)

You are required to outline a timeline for key milestones in your research program. A Gantt chart template is provided to assist with completion of milestone timelines.

### # 2 Upload: Proposal Supporting Document

Formatting Requirements: PDF only. 1. References 1 page max. Images, graphs or graphics 1 page max. File name: CRF\_2024-XXX \_ Proposal Supporting Document.pdf

File name: CRF\_2024-XXX Gantt Chart.pdf

### Page 4: Research Environment

You will be asked to provide a response to the following questions:

#### Capacity Building

1. How will this Fellowship advance your own research and clinical professional development? Provide examples of what specific skills and/or knowledge you hope to develop and how this will be achieved.
2. How do you intend to use this Fellowship to actively build research capacity and collaborations within your clinical department across Gold Coast Health and the wider research and clinical community?



## Health Services Support

Clinician Research Fellowships provide **salary support only**. Across the three years, you will be expected to undertake a body of research alongside your clinician duties, which may require access to specialised infrastructure, resources, advanced facilities or services.

1. How do you intend to use this Fellowship to actively build research capacity and collaborations within your clinical department across Gold Coast Health and the wider research and clinical community?
2. How will you ensure that you will have access to the necessary infrastructure and resources across the duration of the Fellowship? Please include any contingency management strategies you may have for unsuccessful funding opportunities or deviations from your original plans.

## Page 5: Research Environment – Supervisors

You are required to nominate at least two appropriately qualified supervisors who will provide academic and/or clinical mentorship for the duration of the Fellowship. You must outline the role of the Supervisor/s and their contribution to the Fellowship and provide their Resume/CV. The Supervisor will also be required to certify and sign a copy of the application.

### Head of Department – Letter of Support

You are required to provide a signed letter of support from your relevant Head of Department. The letter of support must, at a minimum, outline the commitment to support your reduction in clinician duties, and how you will be supported to maintain at least the minimum (0.2 FTE) clinician duties and integrate your research with clinical care. It must outline what supports will be available to you and provide an indication of the department level of support for this Fellowship application.

### Academic or Professional Letter of Support

You may upload an alternative letter of support. This may be from within Gold Coast Health, or it may be from an academic or industry partner. In all cases it must be pertinent and relevant to your Fellowship application.

## # 3 Upload: Research Environment Supporting Documents

Formatting Requirements: must be uploaded as one PDF document, in the following order:

1. Resume/CV of Primary Supervisor/Mentor (six pages maximum)
2. Resume/CV of Secondary Supervisor/s (six pages maximum per supervisor)
3. Signed Letter of Support from Head/Director of Gold Coast Health Clinical Department/Unit (two pages maximum)
4. Optional signed Letter/s of support, where appropriate, from an Academic Partner or relevant collaborator (two pages maximum)

Mandatory File Name: CRF\_2024-XXX Research Environment Supporting Documents.pdf

## Page 6: Certification and Signatures

The certification page is where the Applicant, Supervisor/s, Head of Department and Executive Director are required to acknowledge (tick) all certification statements and sign the application.

## # 4 Upload: Full Application and Certification

Formatting requirements: All requisite signatures. All statements certified (ticked). PDF only

Must be uploaded as ONE document, containing all requisite signatures

Mandatory File Name: CRF\_2024-XXX\_Certification.pdf

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## Page 7: Feedback

On this page you will be asked to tell us how you heard about the Clinician Researcher Fellowship program and any feedback you have on the application process.

It is the applicant's responsibility to ensure enough time is allowed for obtaining signatures. For example, for an Executive Director's signature, you will need to allow enough time for them to receive, review, sign and return the application to you using their usual administrative methods. It is the applicant's responsibility to ensure appropriate and realistic timelines are left to secure the relevant signatures taking into consideration public holidays and planned leave for delegates.

**Late applications will not be accepted, including those awaiting final signature.**