

SWORP Workshop

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University
of Windsor





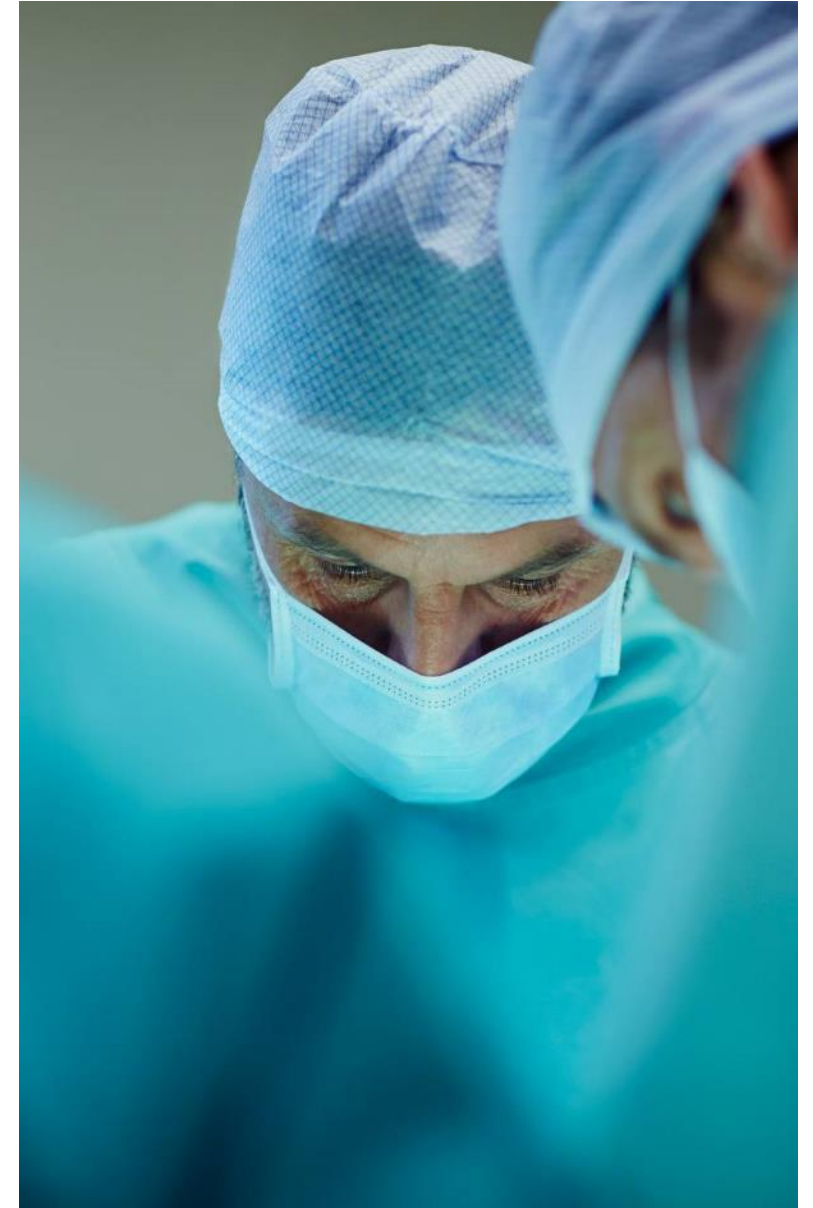
Objective of the Workshop

- Review application process
- Review resources and tools available to support you in your Schulich-UWindsor Medical students' research
- Identify key contacts that can help

What you learn today will help move forward all your research projects

Agenda

- WE-SPARK introduction
- Student-supervisor match
- Develop a project
- SWORP application
- Funding awarded/not awarded
- Ethics, Certifications and Trainings
- Award to Completion



Research offers a roadmap to shift the current field of clinical practice paradigm for better patient outcomes

WE-SPARK – Here to Help



Facilitate connections



Build Capacity



Support Knowledge Translation



Track & Share Successes

Our Mission

Enhance the health, well-being and care of people through transformative research and knowledge translation.

Our Vision

A thriving and engaged research community driving advancements in health.

Our Values

accountability

We are committed to upholding responsible research.

excellence

We are dedicated to achieving world-class outcomes in all that we do.

collaboration

We are a diverse and inclusive team committed to engaging the community.

sustainability

We are committed to working together to ensure our long-term success.

innovation

We foster a culture of inquiry, champion and drive change.

Strategic Priorities

research excellence

Create a dynamic research environment that enables, supports and promotes excellence.

knowledge transfer

Translate and transfer research information to inspire and drive change.

building capacity

Secure the resources that WE-SPARK needs to achieve its mission.

community engagement

Enhance understanding and build trust with the community.

organizational effectiveness


Build an effective and efficient organization.



WE-SPARK – Join and Follow Us



@wesparkhealth



JOIN US

[HOME](#) / [JOIN US](#)

Research Membership

Membership at WE-SPARK Health Institute is important to help grow health research capacity across our region. Core membership is a distinction reserved for those people with a primary affiliation at one of our four partner institutions. However, we welcome anyone interested in health research to become engaged in our growing research culture as Affiliate, Community or Ambassador members.

[Apply Online](#)

Research Registry Request

Filter by type: ☒ All ☒ Active – Recruiting ☐ Active – Not Recruiting ☒ Complete

Active – Recruiting = studies that are actively looking for participants

Active – Not Recruiting = studies that are active but are not currently looking for participants.

Completed = studies that have been completed and are no longer recruiting. Study results will be provided once they are available.



Active – Recruiting

Would you like to learn more about your memory while doing fun cognitive tasks online?

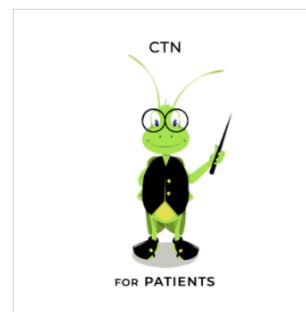
Answering basic demographics and health questions Completing questionnaires about your mood and current cognitive functioning Completing memory and attention tests online These tests would be done in a 1-hour long session. Participants will also be invited to complete a second 30-minute session one month later.



Active – Recruiting

Volunteers Needed for Prospective Memory Study

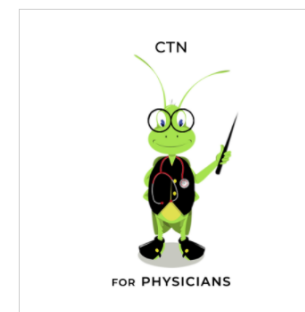
For this study, you will first be screened for eligibility. Then, you would fill out some questionnaires on your mood and rumination and complete a memory task four times within a week. All tests would be done online, so you could participate in this study from your own home.



Active – Recruiting

Local Study Looking for Patient Participation

Looking for patients to volunteer to participate in this study, you will be asked to complete an online questionnaire asking about your awareness, experience and opinions about clinical trials. This survey should take approximately 15 minutes. Your participation would be completely voluntary and confidential.



Active – Recruiting

Local Study Looking for Physician Participation

Looking for Physicians to volunteer to participate in this study. You will be asked to complete an online questionnaire asking about your awareness, experience and opinions about clinical trials. This survey should take approximately 15 minutes. Your participation would be completely voluntary and confidential.



95
ACTIVE USERS

34
PROJECTS IN DEVELOPMENT




3
PROJECTS LAUNCHED

4026
RECORDS/ PARTICIPANTS

79
MyCap DOWNLOADS

Support for Supervisors



-  Adjunct Status at the University of Windsor is required
-  Allows you to hold grand funding
-  Contact Kyle Lago, Translational Research Associate

Alone we can do so little,
together we can do so **much**

- Helen Keller



Schulich - UWindsor Opportunities for Research Excellence Program (SWORP)

Schulich UWindsor

- Provides funding by Schulich, the Office of the Vice President Research and Innovation at UWindsor, and departments/faculties of UWindsor
- Adjudicates your application
- Sends you a notice of award

Office of Research and Innovation Services

- Sets up your research grant accounts
- Helps you connect with research ethics, animal care and research safety

WE-SPARK Health Institute

- Connects you with researchers, provides networking opportunities
- Provides tools and resources for conducting research
- Collects and shares your successes
- Offers support for navigating the award process

SWORP Process

Student Supervisor Match

- Find a supervisor working in the area you want to study
- Meet to discuss your project idea

Develop project

- Plan out the project
- Make sure the project is feasible

Submit application

- Complete your SWORP application
- Submit online application form

Funding awarded/not awarded

- Notices of award sent to student and supervisor
- ORIS opens research grant account

Ethics, Certifications and Trainings

- Research Ethics Board and/or other certification committees clear project

Award to Completion

- Platforms to present research project and share outcomes
- Publication options

Student Supervisor Match



Attend the SWORP mixer to network with researchers



Contact Dr. Caroline Hamm or Dr. Devinder Moudgil



Explore researcher profiles on WE-SPARK Health Institute website and attend Think tanks



Reach out to 2nd 3rd or 4th year students



Follow up email to the supervisor expressing your interest in research project with your CV



Meeting with the supervisor to understand the research project demand



The way to get started is to quit talking and begin doing.

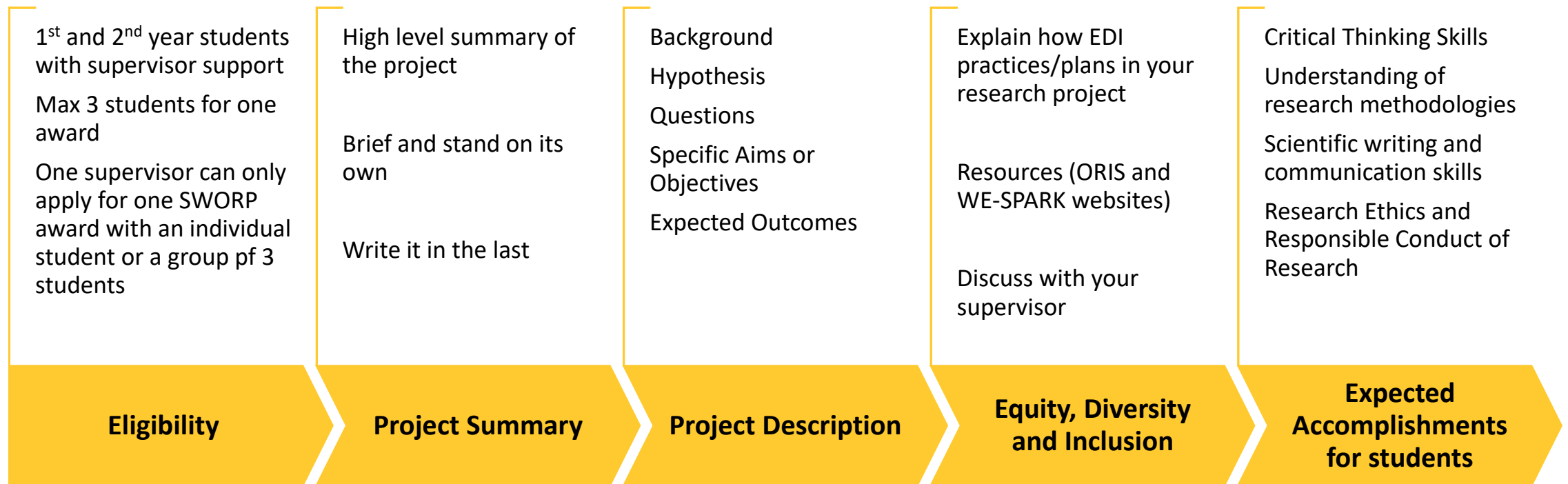
Walt Disney



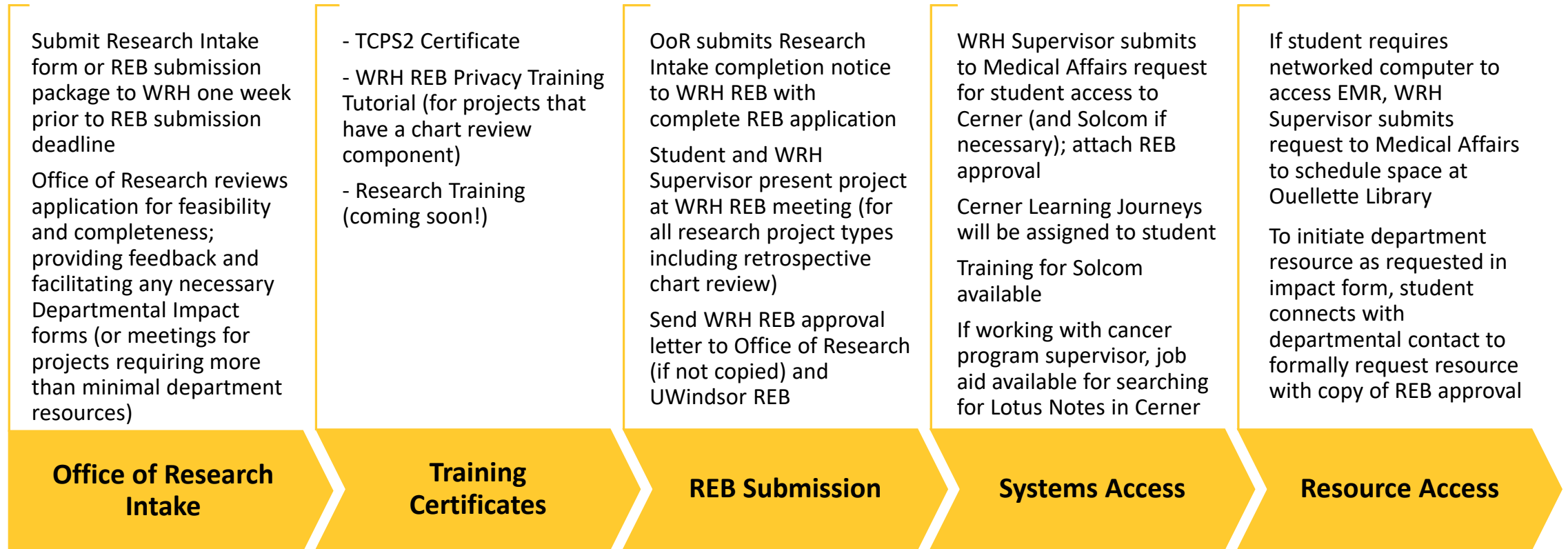
Develop a research project

- Discuss project details and timelines with the supervisor
- Ask your supervisor for any background literature related to the research project-
Gather information before writing application
- Discuss with your supervisor if you are going to keep working on the SWORP project as your Experiential Learning Research project
- Ask for SWORP application templates if supervisor has mentored SWORP students previously
- Arrange Citations

SWORP Application



WRH Research Initiation Process



Adjudication Criteria

- Description and feasibility of the project
- Strength of the student, including the commitment to the project
- Strength of the faculty member, including the commitment to the project
- Equity Diversity and Inclusion plan for the research project

Funding awarded/not awarded

Awarded (10 SWORP awards in total)

- Notice sent to the student and supervisor
- Start date is typically 1st June
- Research Ethics Clearance/Certifications
- A few other administrative formalities for salary payment

Not awarded

- Notice sent to the student and supervisor
- Continue working for Experiential Learning Research Module
- Research Ethics Clearance/Certifications
- Explore other funding opportunities or apply again during 2nd year

Responsible conduct of Research: Institutional Requirements

Research Ethics Board, Certifications and Trainings

Research Ethics Board: WRH or UWindsor (1-2 months process)

- Windsor Regional Hospital REB or UWindsor REB depending on the site of the research project
- SWORP only: Windsor Regional Hospital REB clearance copy needs to be submitted to UWindsor for SWORP salary
- Western University REB Clearance- MOU in progress, contact Devinder Moudgil
- **Start as early as possible- in March right after submission!**

Certifications

- Biosafety application at UWindsor: applicable if using Radioisotopes, Biohazards, tissue samples or controlled goods
- Animal Use certifications: applicable if working with animal models

Trainings

- TCPS2 for clinical research
- Researcher Privacy at Windsor Regional Hospital
- Windsor Regional Hospital Research Intake form
- Additional training based on research project- Discuss with supervisor

Secondary Chart Review: Steps for data collection and analysis (1 Month)



1. June: Finalize data collection sheet – must be collected in binary data (e.g., Yes / no) to allow the statistician to analyze.

- Need a legend to explain the titles of the columns.
- Need at least two identifiers for patients: e.g. Initials / DOB/ MRN.
- Database needs to be saved in a secure area: best is password protected database.



2. June: Meet weekly with supervisor.



3. June: Student keeps a notebook of all the questions that come up during that week of data collection.



4. July: Start to analyze the data. Clean up the data for statistician.

Please include the statistician on your proposal before submitting to REB.

Meet with statistician – plan for at least 4 meetings.



5. August: Make a poster. Start writing up a journal article.

Development of Data Collection Sheet

SPY1 Enrollment No.	DATE OF DIAGNOSIS	SPY1 Enrollment Date	Patient Initials	MRN	treating med onc	Age at presentation	Grade	ER (%) +	PR (%) +	Her2 Neu Status (%) +	Size of tumor (cm)	Closest Margin (mm)	Number of Lymph Nodes positive	% of LN positive	initial Clinical staging if neoadjuvant chemo	Size of largest LN deposit (mm)	Stage at Diagnosis (presume pathological)	Best Stage. AJCC 7TH ED	Breast Surger
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Develop background / reference list



Use reference software



Data Collection Sheet

- De-identified data only can be taken off the hospital grounds (no names)
- Use three identifiers : e.g. Date of births / initials/ date of diagnosis
- Binary Data - has to be analysed by a software program
- Collection sheet needs all values listed in the same way
- e.g. Date May 5, 2020 and 5/5/20 can't be done

Wet Lab, Dry Lab and Community-based research: Steps for research project



**1. June: Read
background literature**

**Meet with other lab
students**

**Familiarize yourself with
safety protocols and
trainings**



**2. June: Meet weekly
with supervisor**

Attend lab meetings



**3. June: A notebook of
all the questions
regarding experiments
or data collection**



**4. July: Start to analyze
the results.**



**5. August: Make
a poster.**

**Start writing up
a journal article**

Steps for Students Research Assistant (RA) payments

Please contact **Sharon Rasul** to get your RA form and submit your Windsor employee ID paperwork to her.

Please inform **Sharon Rasul** if you already have a UWindsor employee number.

For Supervisor within the Faculty of Science

Students need to complete the 4 forms listed under Human Resources page **Student Appointments**

- New Employee Personal Information Form
- Authorization Agreement for Direct Deposits
- TD1 - Federal
- TD1ON – Provincial

RA Salary Form:

Employee number on the form can be left blank as HR will generate that number after this form is submitted to HR unless the student already has an employee ID number.

Department Head signature for AAU approval.

Research account number is the grant account number provided to SWORP supervisor

Supervisor signature is required on two spots under grantee approval and grantee signature.

For Everyone

Student Supervisor Weekly Meetings are Critical

Progress

Progress on Administration steps: REB approval, Student IT access, patient chart records access and training, new student employee ID and RA form.

Update

Data Collection and Data Analysis: Update on project progress

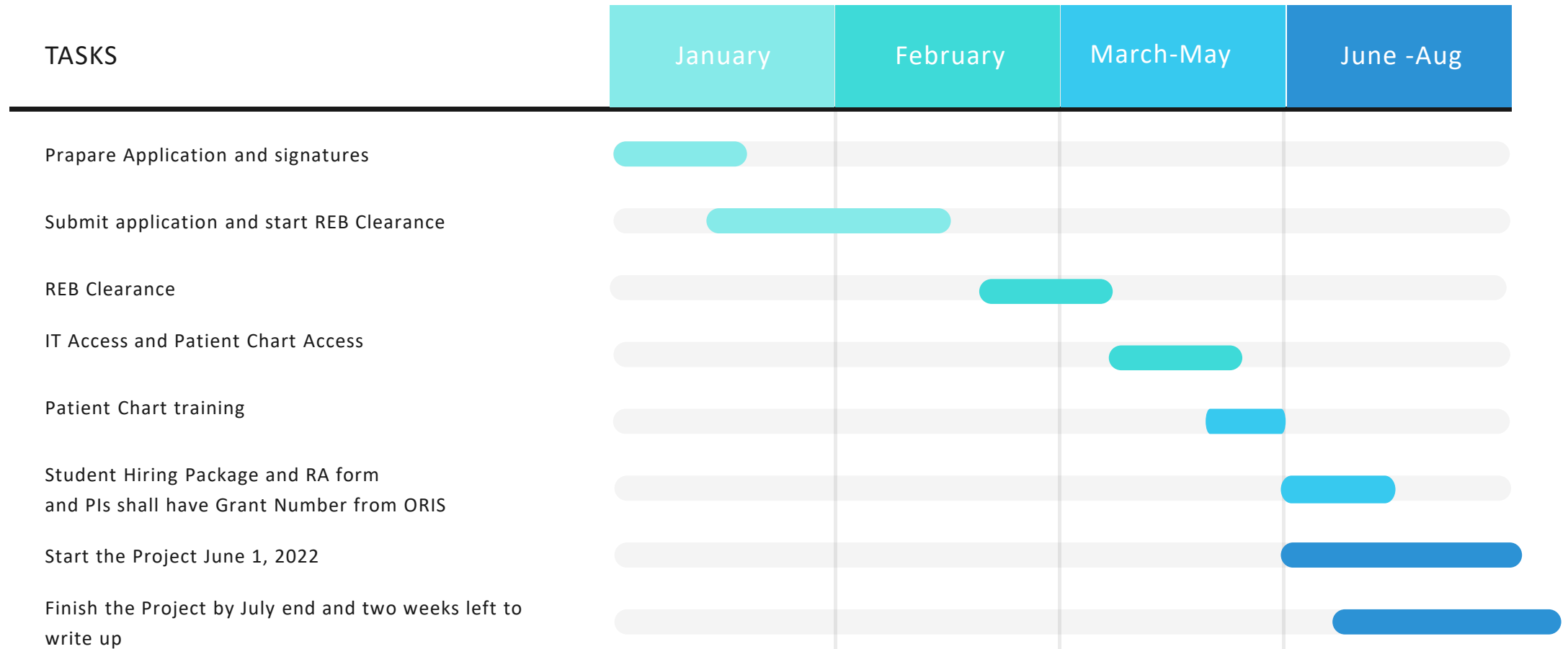
- Keep notes regarding data collection for patient or participant chart/experiment.
- Ask these questions during weekly meeting.

Award to completion

- **Poster:** Windsor Cancer Regional Group (WCRG) Annual Conference, Canadian Cancer Research Conference, American Society of Clinical Oncology, London Health Research Day, “UWill Discover” – University of Windsor’s Undergraduate Research Conference, Institutional research days, regional meetings, national or international meetings
- **Manuscript:** Identify relevant journals with your supervisor. Different types publications, review, clinical paper, policy paper, or Knowledge translation tools

Share your success stories with WE-SPARK for
research spotlight

SWORP Project Timelines



SWORP PROCESS

The Key Contacts

WE-SPARK	ORIS and Faculty of Science	Research Ethics Board	WRH Research Office	REDCap WE-SPARK	Schulich
Karen Metcalfe Assistant Director karenmet@uwindsor.ca	Kate Rosser-Davies Research Facilitator Kate.Rosser-Davies@uwindsor.ca	Fatima Lopes Barros REB Coordinator WRH Fatima.Lopes-Barros@wrh.on.ca	Grace Park Manager, Office of Research Grace.Park@wrh.on.ca	Kyle Lagos Translational Research Associate Kyle.Lago@uwindsor.ca	Stacey Bastien Administration Assistant srop-srtp@schulich.uwo.ca
Devinder Moudgil Research Associate dmoudgil@uwindsor.ca	Sharon Rasul Assistant to the Dean, Finance & Administration Sharon.Rasul@uwindsor.ca	Suzanne McMurphy Research Ethics Chair UWindsor ethics@uwindsor.ca			



The secret
of getting
ahead
is getting
started.

Thank you

Devinder Moudgil

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<https://www.wesparkhealth.com/>