**INTRODUCTION:** This template should be completed as much as possible before contacting the researchers at the Rural Clinical School Research Centre (RCSRC). It will assist you to determine the feasibility of your rudimentary research idea and provide you with a structured format in which to present your research idea to the staff at the RCSRC. The more complete the information you can provide, the more efficiently the RCSRC researchers can determine whether your project is viable, and how they may best assist you. The accompanying “Research Proposal Guidelines” will help you to determine what information is required, and where you can access help to find that information.

**LENGTH:** Three to five pages should be adequate to provide sufficient information, depending on the complexity of your research and how much previous research has been conducted in the area (i.e. the amount of literature to be reviewed).

**1. TITLE:** A title which clearly and succinctly explains what the research is about

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| *e.g. “Incident hip fracture and socio-economic status in a regional population of Australian women aged 65 years and over.”* |

**2. BACKGROUND to the proposed research**

This is the summary of what your literature review produced.

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**3. AIM/S of the project**

Clearly state what you intend to investigate, evaluate, test or review.

You may have more than one aim, or one main aim and several lesser aims. State them all in logical order.

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| *e.g. “The objective of this study is to determine the effect of an onsite mental health professional on GP’s management of mental health clients in a regional centre in Queensland.*  *The aims of the study will be:*  *Aim1: To determine the prevalence of mental health presentations in participating general practices.*  *Aim 2: To examine the management strategies of GPs in practices with and without an onsite mental health practitioner.* |

***3b. Research Question***

What is the question your research will address? Why do you want to know the answer to this question?

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| *e.g. Does treatment of mental health presentations change when a mental health professional is available onsite?*  *This research will inform best practice in the treatment of mental illness in the primary health care setting.* |

**4. RESEARCH PLAN**

***4a. Study design:*** How are you going to conduct your research: will it be a data linkage; a retrospective cohort study; a prospective cross sectional study; a double blind randomised experiment?

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| e.g. “*Prospective cohort study”*  or  *“Retrospective chart audit”* |

***4b. Participants:* (Population and setting)**

***Sample Population*:** Who are the group/s you are interested in?

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| *e.g. all patients/all males/males over 50; with a particular diagnosis/undergoing a certain procedure; in all Qld hospitals/all public hospitals/only your hospital/your clinic/all GP practices; in the past 10 years/12 months/the next 6 months* |

***Sample size:*** How many participants do you intend to recruit?

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***Inclusion and Exclusion Criteria:***

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| *e.g. All adult patients with a diagnosis of X who attended the participating medical centres between April 2014 and March 2015 will be included.*  *Patients will be excluded if they have any of the following: -being treated for condition of interest with X,Y, or Z therapies*  *-have a co-diagnosis of A, B or C conditions*  *-are pregnant or undergoing fertility treatment* |

***Recruitment:*** How will you inform potential participants about the research and invite them to participate?

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***Participant tasks:*** What will participants be required to do? Tasks may vary from answering an anonymous questionnaire to undergoing diagnostic procedures. If your project is a data linkage, there may be no participant involvement.

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***4c. Measurements:***

What will you measure, how, how frequently, on what equipment, by whom and how will the results be stored?

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| *e.g. A structured physical health assessment and Health Intelligence assessment will be conducted by the clinician and practice nurse, at the medical practice. The following data will be collected from each participant at the baseline interview. Where available it will be taken from the patient file. Where clinical and laboratory parameters are missing from the patient file, procedures will be undertaken to provide the data.*   * *Demographics: age, sex, income level, health fund membership, postcode, marital status* * *Diagnosed physical conditions/past medical history* * *Clinical parameters: weight, height, waist/hip ratio, blood pressure, heart rate, capillary oxygen saturation, spirometry* * *Health behaviors (i.e. structured lifestyle questionnaire)* * *Health Intelligence (i.e. structured health awareness questionnaire)*   *Changes in health behaviors and health intelligence will be assessed at 6 and 12 month follow up visits with administration of the health and lifestyle questionnaires.*  *Data will be saved into a password protected database, by the nurse/researcher/medical health professional.* |

***4d. Expected outcomes:***

What are the outcomes you will measure? What do you expect to find?

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**Significance/rationale:**

What will it add to the current body of knowledge?

Why is it important - to patients, community, nationally, economically, socially?

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***4e. Analysis***

How will data be analysed?

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**5. DISSEMINATION OF FINDINGS**

What will you do with your research outcomes? Will results be used at the facility level? Are there preferred venues for sharing your findings (e.g., grand rounds, seminars, conferences, journal articles)?

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**5. PROJECT TEAM**

Will this project be conducted with colleagues, other clinicians, other researchers? Who do you need on your team to accomplish you research goals? Is there a proposed allocation of project tasks?

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**6. BUDGET**

What costs are involved? What costs are your HHS/Practice willing to meet? Have you applied for funding?

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**7. TIMEFRAME**

Indicate the timeframe for each broad stage. Note any time constraints due to patient factors, funding etc.

*e.g.*

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| *Activity* | *Jan/Feb* | *Mar/Apr* | *May/Jun* | *Jul/Aug* | *Sep/Oct* | *Nov/Dec* | *Jan/Feb* | *Mar/Apr* |
| *Review literature and prepare draft proposal* |  |  |  |  |  |  |  |  |
| *Develop detailed project plan and documentation* |  |  |  |  |  |  |  |  |
| *Obtain ethics approvals* |  |  |  |  |  |  |  |  |
| *Recruit* |  |  |  |  |  |  |  |  |
| *3 Month follow-up* |  |  |  |  |  |  |  |  |
| *Data entry* |  |  |  |  |  |  |  |  |
| *Data analysis* |  |  |  |  |  |  |  |  |
| *Write manuscript* |  |  |  |  |  |  |  |  |

**8. REFERENCES**

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