Medical Education Research Register

Guidelines for the Process of Registering Additional/External Educational Research Projects in the MD Program

1. Purpose

The purpose of these guidelines is to allow the Office of Medical Education (OME) in the Faculty of Medicine (FOM) to track and support external and internal research activity conducted with students enrolled in the MD Program within the FOM, via a ‘register’ of medical education research.

Establishing a register of research will be beneficial for several reasons.

1. It will help ensure that our students are not burdened unnecessarily by frequent surveys or requests to participate in research not related to the core UQ goals of medical education or graduate attributes.

2. It will allow the OME to ensure that any research or evaluation (not directly connected to a course) is meaningful to our students’ education and conducted at an appropriate time.

3. It will help ensure there is no duplication of effort in research or evaluations and may in some instances facilitate collaboration between individuals working in similar areas.

4. It will allow the OME to advertise the research underway in medical education at the FOM and maintain an audit for purposes of reporting or reviews by UQ, Faculty, AMC etc.

2. Definitions

Defining Evaluation and Research

The Medical Education Unit at the FOM considers the following definitions as appropriate for describing what evaluation is and what research is in the context of the FOM Medical Program. Importantly any evaluation and/or research undertaken in the FOM with our students and/or staff must have as its primary purpose, the enhancement of current or future curricula and/or a contribution of new knowledge to medical education either for internal purposes and/or for the purpose of broader dissemination to the medical and health science education community.

Evaluation is primarily considered to be an activity of data gathering to make a judgment on a course for the specific purpose of improving the course and ultimately our current or future curricula. Importantly the evaluation activity may directly or indirectly benefit our medical students.

Research is primarily considered to be of broader scope than evaluation and its purpose is to contribute new knowledge. Research involving UQ medical students will typically fall into two categories.

1. Research that is directly applicable and beneficial to the needs of the FOM. This type of research project will typically be instigated and led internally, i.e. within UQ, and preferably led by UQ FOM staff.
2. Research that may be directly or indirectly applicable and beneficial to the needs of the FOM and is specifically intended as a contribution to the wider medical and health sciences education community as well as to UQ FOM. Three levels of this type of research project are considered. Those which are;
   2a) internal - led by UQ FOM staff as principal investigators, or
   2b) external - with the involvement of UQ FOM staff as a co-investigator, or
   2c) external - with no involvement of UQ FOM staff

Ethics Approval: An application form, approved by a registered Australian Human Ethics Review Committee (HREC), granting ethical clearance for research involving human participants.

Research & Evaluations Panel: A panel of three persons appointed by the Director of the OME that is responsible for reviewing and providing advice on submitted registrations.


3.1 Anyone wishing to register an Educational Research Project is requested to complete a registration form via this link.
   https://www.surveymonkey.com/s/MedEd-ResearchRegister

3.2 Request to register an Educational Research Project should be done within an appropriate time period to allow its review and the provision of any advice regarding the optimum time for administration.

3.3 If applicable, applicants should ensure their projects meet the ethical guidelines for research on humans prior to submitting their application. Any projects which require ethics approval are requested to provide a copy of that approval when submitting their application.

3.4 Once a registration application has been submitted, the Research and Evaluations Panel will relay any advice to the applicant as soon as possible to avoid delays in project commencement.

3.5 Registration of all applications is made at the discretion of the Research and Evaluations Panel. In some circumstances additional approval will be necessary depending on the level of access to students that is required.

3.6 For each project registered it is expected that a final report will be provided to the FOM OME upon its completion. Details of the requirements of this final report will be provided on request at the appropriate time.