

2009 CPSI Research Competition Announcement

September 15, 2009

Submission deadline: November 17, 2009 at 12:00 pm MT

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Introduction

The mission of the Canadian Patient Safety Institute (CPSI) is to provide national leadership in building and advancing a safer Canadian health system. CPSI is pleased to announce its fifth Research Competition to continue its strategic mandate of increasing the scope and scale of research and evaluation activities in patient safety.

For further information about CPSI, including its mandate and strategic priorities, please visit the CPSI website at www.patientsafetyinstitute.ca.

2009 Research Competition Objectives

The primary goal for the CPSI Research Competition is to develop knowledge about **patient safety** that can be helpful in a variety of settings and circumstances in organizations across Canada. Research funded will have **patient safety** as a primary focus.

The definition that CPSI will use when considering projects is that “patient safety is the reduction and mitigation of unsafe acts within the health care system rather than from the patient’s underlying illness, as well as through the use of best practices shown to improve patient safety outcomes” (adapted from The Canadian Patient Safety Dictionary, October 2003). In previous competitions, applicants have broadened the context of proposals to include areas of importance that indeed contribute to, but are not primarily focused on patient safety such as provider safety, broader quality improvement, and protocols for clinical practices. These proposals would **not** receive funding consideration in this competition unless patient safety is deemed to be the primary focus.

Competition Streams

Stream 1: Applied Health Services Research Projects. The purpose of this stream is to support teams of Researchers and Decision Makers interested in conducting applied health services research focused on identifying new knowledge on the magnitude, scope, and determinants of adverse events or on leading practices in patient safety in Canadian jurisdictions. In this stream, applicants may submit proposals for either new primary research or syntheses.

Stream 2: Demonstration Projects. The purpose of this stream is to support teams of Researchers and Decision Makers interested in assessing the effectiveness of defined practices and/or tools in reducing avoidable adverse events (including critical incidents or near misses) and mitigate the effects of adverse events. Practices and/or tools relevant to this stream and of particular interest to CPSI are those that may currently exist in other Canadian or international jurisdictions but are not yet broadly implemented in Canada.

The Institute for Healthcare Improvement in the United States has identified evidence-based practices that, if implemented, could significantly improve the safety of patients. These interventions and others are being promoted in the Canadian Safer Healthcare *Now!* campaign and are being supported under a separate CPSI initiative and are therefore **not** eligible for funding in this competition.

Competition Themes

CPSI invites applications to develop innovative patient safety projects that will have broad applicability across the health care system. The themes for the 2009 Research Competition may be based on the patient safety theme areas identified in Listening for Direction III: National Consultation on Health Services and Policy Issues 2007-2010 Final Report (http://www.chsrf.ca/other_documents/listening/documents/LfDIII-FINAL_ENG.pdf).

While applicants may choose one of these themes for their application, CPSI also encourages applications in the following areas which could have significant impact in improving patient safety and have not yet been significantly advanced:

- Evaluating the implementation of the Safe Surgery Checklist – Canadian Version (see www.safesurgerysaveslives.ca). Particular consideration will be given to teams evaluating the process of implementation, effect(s) on culture, and the impact on operating room adverse events.
- Identification, prevention or mitigation of adverse events in community based settings such as long term care, mental health, emergency medical services, or primary care.
- Evaluating change management approaches to determine the most effective methods for improving patient safety.
- Effectively engaging patients and families in patient safety improvement initiatives.
- Assessing the type, prevalence and incidence of adverse events in the health system arising from limited health literacy of patients.
- The use of information technology for improving patient safety.

The 2009 Research Competition is not restricted to the above themes and applicants should not be discouraged from submitting research projects on other areas of patient safety.

Competition Fast Facts

Completed packages must be received at the CPSI office no later than **November 17, 2009 at 12:00 p.m. MT**. Applications must be complete and include all required supporting documents.

Applications or portions thereof received after the deadline will not be accepted.

- The original fully signed application and three complete paper copies must be submitted to:

2009 CPSI Research Competition
Canadian Patient Safety Institute
Suite 1414, 10235 101 Street
Edmonton, AB T5J 3G1

- In addition, please submit your completed application form electronically in MS Word format (excluding attachments) to rfa@cpsi-icsp.ca.
- Applications will be accepted in English or French. Please note that the project details and budget justifications sections of French language applications received by CPSI will be translated to English. Applicants may arrange to have these sections of their application translated by a translator of their choice and CPSI will reimburse them at the rate of \$0.25 per word. Applicants will have up to one week after submitting their proposal to submit their translation. (**Please note:** the original application must still be submitted by the deadline.)
- Applicants must use CPSI's application form to indicate their decision regarding the commissioning of the translation. Any revisions made to the application will disqualify the application from consideration in the competition.
- To obtain a copy of the **Application Form** and/or submit any questions or seek clarification, please e-mail CPSI at rfa@cpsi-icsp.ca. To ensure consistency of information provided, telephone responses to queries will not be accommodated.

Projects recommended for funding by the Peer/Merit Review Panel must begin on or before **July 30, 2010**; all funding conditions including completion of ethics approval must be met prior to this date or CPSI may withdraw the offer of project funding.

Funding Available

Stream 1 - Applied Health Services Research Projects:

- The maximum CPSI contribution per project is **\$250,000**. A minimum of 30% matching funds is required. There is no upper limit on partner contributions that can be applied to a project.
- Applied Health Services Research Projects requesting CPSI contributions of **\$40,000** or less **do not** require matching funds.

Stream 2 - Demonstration Projects:

- The maximum CPSI contribution per demonstration project is **\$120,000**. A minimum of 1:1 matching funds is required. There is no upper limit on partner contributions that can be applied to a project.

Please note that applications will be assessed against the criteria for the stream under which they are submitted. In the event that they are submitted under the incorrect stream CPSI will not change the stream under which the application is reviewed and will disqualify the applications from further consideration at the first review stage (i.e. prior to Peer/Merit Review).

Mandatory Competition Requirements

The following are the **eligibility criteria** for this competition:

- The **principal** focus of the project proposal is patient safety (see page 1 for the definition of patient safety). Applications where patient safety is deemed to be a secondary consideration will **not** be eligible for funding.
- Project results will generate knowledge that can be readily applied across patient populations, health care settings, services, or jurisdictions in Canada.
- The project involves direct care providers, patients/clients, informal caregivers, students or members of the public.
- Project funds must be held by a Canadian not-for-profit healthcare organization or a Canadian university that is legally able to hold and administer research funds.
- The project must have innovative, integrated knowledge translation which reaches beyond publication in peer-reviewed journals and presentations at conferences. For additional information regarding knowledge transfer, please refer to CIHR web page: <http://www.cihr-irsc.gc.ca/e/29529.html>.
- The project should contain at least one component where patients and/or family members are engaged in the patient safety initiative(s) relating to the project. This does not mean that they must be members of the research team, but rather that patient and/or family members should be involved as research participants in the project.
- Literature searches needed to support Applied Health Services Research (primary research) or Demonstration projects must be completed prior to the application and may not be included for budgetary consideration in the application.

Team Composition Requirements:

- The Team Lead and Co-Lead must be employees or affiliates of a Canadian not-for-profit organization (e.g., hospital, health region, university, professional association, etc.). The Team Lead and Co-Lead cannot receive salary support through the project budget, nor can their salaries be counted as matching funding.
- Projects must involve interdisciplinary and/or multi-jurisdictional teams of Researchers and Decision Makers.
- There must be at least one Decision Maker and one experienced Researcher on the project team.
 - The Decision Maker should be someone positioned to effectively facilitate the adoption of project results; a Decision Maker is an individual who makes decisions or influences policies that have a direct influence on the organization, delivery, financing, management, or regulation of health systems or services.
 - The Researcher is an individual with experience in conducting research who is able to effectively plan, develop, and conduct research of strong scientific rigour.
- Consultants to the applicant team are not eligible to be considered as part of the team composition.

Exclusion Criteria

The following are **not eligible** for CPSI funding through this research competition:

- biomedical or basic health research;
- literature reviews to support project proposals (except as part of synthesis projects);
- teams in which the lead applicant is not affiliated with a Canadian not-for-profit institution;
- additional funding for ongoing research or demonstration projects;
- work related to master or doctoral theses that has publication restrictions;
- projects where patient safety is deemed to be a secondary focus of the application;
- product development (i.e. medical device or products);
- capital construction or improvements, annual campaigns, operating deficits or operating expenses, general endowment, or sustaining funds;
- interventions being promoted in the Canadian *Safer Healthcare Now!* Campaign;
- salary support for faculty within a post secondary academic institution such as a University, College, Technical Institute or other educational institutions who educate current or future health care providers;
- salary support for decision makers, unless the funds are used to replace the decision maker in their normal position while they are engaged in the project;
- program evaluations where the intervention is not a recognized patient safety nor improvement mechanism; nor
- projects similar to previously funded CPSI work with little potential for new knowledge or outcomes.

Competition Process

Stage 1: Screening Process

All applications received will undergo a screening process. The screening is to assess applications for consistency with the requirements of the research competition as outlined in this document and in the application form. Please note applications whose focus is not primarily on patient safety will not receive further consideration.

Screening Criteria:

- Full application is received on or before application deadline (November 17, 2009 at 12:00 p.m. MT).
- Application includes one original, plus three additional hard copies, and one electronic copy via e-mail.
- Application form is complete and includes all mandatory information, required signatures and supporting documentation, including all letters of support. Applications received by fax will **not** be accepted.
- Applicant team includes at least one Researcher and one Decision Maker.
- Matching funding requirements are met.

Applications successfully satisfying the screening criteria will undergo a Peer/Merit Review process by a CPSI Peer/Merit Review Panel.

The team lead of all applications unsuccessful in Stage 1 will receive notification from CPSI by the end of February 2010.

Stage 2: Peer/Merit Review Process

All applications successful in Stage 1 will be assessed in Stage 2. During this stage, applications will be reviewed by a Panel of recognized health system Researchers and Decision Makers. Each application will be reviewed in-depth and ranked by at least one Decision Maker and one Researcher. The Peer/Merit Review Panel will then meet to discuss all applications and collectively determine the final ranking for each. Based on both the review and ranking process, Panel recommendations for project funding will be provided to CPSI. CPSI will consider the final recommendations and determine funding cut-off based on funds available and on the Panel's ranking of the projects.

Peer/Merit Review Criteria

- The scientific feasibility and viability of the project
 - Are the project questions and objectives clear?
 - Are the methods and analytical/evaluative approach appropriate for the questions and topic?
 - Are the project plan and timelines clear and feasible? Is the budget reasonable and appropriate?
- The potential benefit to the healthcare system in improving patient safety
 - To what extent will the project yield new information that will contribute to meaningful and sustainable improvements in numerous patient safety areas and settings in the Canadian healthcare system?
 - What is the potential for and ease with which the results can be applied in other healthcare jurisdictions or settings?

- The strength and creativity of the dissemination plan and knowledge transfer plan (e.g. consideration of activities that go beyond traditional publications and conference presentations)
- Demonstration of interdisciplinary and/or multi-jurisdictional collaboration (e.g. more than one province/territory, more than one health delivery organization, more than one profession participating, etc.)
- Strengths and suitability of applicant team
 - What is the quality and capacity of the lead applicant and the project team? Do their track records demonstrate that they have the composite experience, skills, and expertise to achieve the project objectives in all components as required and function as an effective team?
 - Decision Makers are involved in a meaningful way
 - Direct care providers are included as active members
 - Patients/clients, informal caregivers, students or members of the public are included in the development and implementation of the project

The Peer/Merit Review Panel may include international experts as well as Canadian leaders. Names of Panel members will be published on the CPSI web site after the Panel meeting.

Applications that have undergone Stage 2: Peer/Merit Review will be notified of the results of the process by mid May 2010.

NEW in 2009: CPSI recognizes the important contributions that health care organizations located in rural and remote areas can make to improving patient safety. In some cases, these organizations may not be in close enough proximity to methodological experts to fully engage them in their research application. CPSI may consider providing funding for one or two projects which are not recommended for funding by the initial Peer/Merit Review Panel. For example, the project may receive very high scores on the “potential benefit to the healthcare system in improving patient safety” criteria, but is weak in the area of scientific rigor. The Panel will identify such applications for consideration and the Panel will determine whether the project(s) will receive methodological consultation to strengthen the proposal prior to funding.

Please note, for the 2009 Research Competition, CPSI has engaged the expertise of the Canadian Health Services Research Foundation (CHSRF) in the administration of Stages 1 and 2 of the competition process.

Stage 3: Agreement and Project Commencement

Projects recommended for funding will be required to resolve all conditions for funding identified during the Peer/Merit review process, including obtaining all required ethical approval(s) prior to the start of funding. Upon successful resolution of the conditions, a research agreement will be forwarded to the team lead for review and signature by the authorized executive of the institution. Once the signed agreement has been returned to and processed by CPSI, project funds will be released to the financial lead for disbursement as outlined in the payment schedule of the agreement.

Projects must commence no later than **July 2010**, including obtaining ethics approval. If this is not possible, CPSI may withdraw funding for the project.

Matching Funding Requirements

Stream 1 (Applied Health Services Research): CPSI will provide funding to projects to a maximum contribution of \$250,000 per project under Stream 1. Although there is no limit on partner contributions that can be applied to a project, the team is required to obtain matching funding equal to a minimum of 30% of the budget requested from CPSI (for example if \$225,000 is requested from CPSI, the team must obtain a minimum of \$67,500 in matching funding). Stream 1 projects requesting a CPSI contribution of less than or equal to \$40,000 do not require matching funds.

Stream 2 (Demonstration Projects): CPSI will provide funding to projects to a maximum contribution of \$120,000 per project under Stream 2. Although there is no limit on partner contributions that can be applied to a project, the team is required to obtain matching funding equal to a minimum of 1:1 of the budget requested from CPSI.

Please note that applications will be assessed against the criteria for the stream under which they are submitted. In the event that they are submitted under the incorrect stream CPSI will not change the stream under which the application is reviewed and will likely disqualify the applications from further consideration at the first review stage (i.e. prior to Peer/Merit Review).

All required matching funding must be in place at the by the application deadline. Applicants must identify organizations that will contribute cash or in-kind resources to their proposed research project. Letters of support from these organizations confirming matching fund contributions must specifically state the **amount of contribution, how the amount was calculated, and the form** (cash versus in-kind) in which the contribution will be provided. Please note that the amounts outlined in the letters of support **must match** with what is in the proposed project budget. Letters of support cannot be signed by any member of the project team.

For in-kind contributions to be counted in the ratio of CPSI funding to co-sponsor funding, the in-kind funding must be in the form of a new contribution specifically devoted to the proposed project (i.e., cost of equipment purchased prior to funding application and for other purposes is not an eligible in-kind contribution). Please note, any funds designated as matching funds (i.e. cash or in-kind) in the project budget must meet the same eligibility criteria as funding being requested from CPSI.

Contributions from private corporations towards the applications are encouraged; however the confirmation of the contribution must include evidence that the funding takes the form of unrestricted cash contributions. While in-kind contributions such as product pricing discount and other forms of non-cash contributions are helpful, they may not be applied as matching funding.

Please see the **Frequently Asked Questions** document and the **Application Form** for more information regarding in-kind contributions and allowable expenses.

If there are similar proposals from different teams, CPSI may request that the teams collaborate on the projects and receive joint funding.

Eligible applicants may obtain contributions from universities, post secondary institutions, foundations, voluntary health charities, provider/professional associations, provincial/territorial government departments, or the private sector.

CPSI would like to thank all applicants and their continued interest in patient safety.

PREVIOUS COMPETITION