

## **Research Sponsorship Policy**

### **THE IMPLEMENTATION PLAN**

#### **INTRODUCTION**

##### **Fundamentals:**

The Procedural Document Development and Management Policy requires that the following fundamentals be present in order to embed the policy and procedures into the standard operating function of Salisbury NHS Foundation Trust

- An endorsement of the Policy
- Dissemination of the Policy to all staff levels
- The definition of roles and responsibilities within the Trust
- A framework for supporting appropriate standards, procedures and guidelines
- Regular review of the Policy

##### **Frequency of Review**

The Research Sponsorship Policy has been reviewed in line with changes and amendments to Trust procedures and NHS national standards. Minor changes have been made to the wording to ensure consistency with the wording in the national framework.

The frequency of review will be 3 years intervals.

#### **IMPLEMENTATION PLAN**

<b>Task</b>	<b>Activity</b>	<b>Responsible</b>	<b>Start</b>	<b>End</b>	<b>Status</b>
<b>1</b>	Policy Approval	CMB	23 July 14	23 July 14	complete
<b>2</b>	Policy Ratification	CGC	24 July 14	24 July 14	complete
<b>3</b>	Uploaded to Internet	Paul Russell	July 2014	Ongoing	
<b>4</b>	CIs for all projects sponsored by Trust	R&D Office	July 2014	Ongoing	
<b>5</b>	Advise on appropriate design of research for new projects that may be sponsored by Trust	R&D Office, Research Design Service	July 2014	Ongoing	
<b>6</b>	Dissemination (c)	n/a			
<b>7</b>	Screensaver	n/a			
<b>8</b>	Audit compliance	R&D Office	Ongoing (as part of the NHS confirmation of capacity process)		