

WAIS Research and Innovation Policy

Owner: PTD's

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WESTERN AUSTRALIAN INSTITUTE *of* SPORT

CONTENTS

Purpose, Background and Definitions	3
Standards	4
Processes	5
Figure 1. Decision tree for determining the best approach to address an APEP critical success factor	7
Figure 2. Process map for the nomination of a research project.....	8
Figure 3. Process map for the nomination of an innovation project.....	9
Appendix A. WAIS Research Expression of Interest Form	10
Appendix B. WAIS Full Research Proposal Form.....	11
Appendix C. WAIS Innovation Expression of Interest Form	12

POLICY

The WAIS research and innovation effort will be aligned to the provision of evidence-based, innovative solutions to performance-driven questions. The goal of this effort will be to optimise and complement the daily training and competition environment, with a focus on the performance outcomes of WAIS athletes and sport programs. Research, Innovation and best practice will align with WAIS Athlete Performance Enhancement Plan (APEP) critical success factors and/or WAIS strategic aligned research priorities (see Figure 1).

PURPOSE

This policy is presented to achieve the following:

- 1.1 To ensure WAIS research and innovation is conducted through safe and ethical practice.
- 1.2 To maximise the benefit of WAIS resource allocation into the research and innovation area.
- 1.3 To outline the formal procedures required to gain approval for conducting research and innovation projects at WAIS.
- 1.4 To serve as a reference for external parties who are seeking to engage WAIS and/or WAIS resources for research and innovation purposes.

BACKGROUND

- 1.5 The gaining of new knowledge through research and the application of knowledge through innovation to advance athletic performance are integral parts of high quality service to high performance athletes.
- 1.6 The primary focus of WAIS resources is on providing high level services to athletes. As such, in order to maximise the return on the resources invested in research and innovation, WAIS requires a focused approach.

DEFINITIONS

- 1.7 **Research:** Defined as, *'Investigation or experimentation aimed at the generation of new knowledge, or the revision of accepted theories.'* Within this policy, the term research is inclusive of both research and development.
- 1.8 **Innovation:** Defined as, *'Novel applications of an already established research protocol or practice; or the development or alteration of equipment. The ultimate aim is to provide an effective evidence-based solution to an identified performance or knowledge gap.'*
- 1.9 **Best Practice:** Defined as, *'The implementation or application of procedures, systems or methods that are accepted as being most effective by world-class standards.'*

STANDARDS

This policy applies to all research and innovation projects seeking to utilise WAIS resources. Such resources include WAIS staff, coaches, athletes, finance and infrastructure.

1.10 Research

- 1.10.1 All WAIS staff can make a proposal to complete research under this policy.
- 1.10.2 Requests for WAIS involvement in research must be submitted via the Research Expression of Interest (EoI) form.
- 1.10.3 Research requests will initially be assessed on the explicit criteria established in the research EoI.
- 1.10.4 Research EoI approved by the Performance Team Director (PTD) will be referred to the WAIS research Panel. Investigators will subsequently be expected to provide a full research proposal to the Research Director.
- 1.10.5 All approved research projects must be documented on the WAIS research register.
- 1.10.6 Prior to the commencement of any research projects, all proposals involving WAIS staff and or resources must provide formal ethics approval from the relevant Ethics Committee of the collaborating University partner, or from the Australian Institute of Sport (AIS) Human Ethics board. The clearance must consider that the research will be undertaken in the field, and likely off-site from the collaborating partner institution. The intended process of obtaining ethics clearance must be submitted as part of the full research proposal.
- 1.10.7 Outcomes from research projects must be presented to relevant WAIS staff, athletes and where appropriate to the wider community.
- 1.10.8 At the conclusion of a research project, any reports, publications, presentations or written recommendations will be compiled and stored on the WAIS central research and innovation repository.
- 1.10.9 An impact statement will be generated and circulated to key stakeholders for any completed research project. Research impact statements will also be stored on the WAIS central research repository.

1.11 Innovation

- 1.11.1 All WAIS staff can make a proposal to conduct an innovation project under this policy.
- 1.11.2 Innovation projects must be linked directly to processes or barriers to success as identified by the Performance Enhancement Team (PET).
- 1.11.3 Innovation projects will initially be assessed on the explicit criteria established in the innovation EoI form.
- 1.11.4 All proposed innovations must be approved by the Performance Enhancement Director after discussion at a PET meeting.
- 1.11.5 All approved innovation projects must be documented on the WAIS innovation register.

- 1.11.6 At the conclusion of an innovation project, any reports, publications, presentations or written recommendations will be compiled and stored on the WAIS central research and innovation repository.
- 1.11.7 An impact statement will be generated and circulated to key stakeholders for any completed innovation project. Innovation impact statements will also be stored on the WAIS central research repository.

PROCESSES

1.12 Research (Figure 2)

- 1.12.1 The research idea is generated by the service provider and/or external collaborator before being discussed with the appropriate sport program and associated coaches
- 1.12.2 The research idea is then proposed and discussed at a relevant PET meeting. If thought to be appropriate, the PET meeting group will recommend a Research Eol be generated (Appendix A).
- 1.12.3 The Research Eol is written by the service provider and/or collaborator, which is then provided to PET Director.
- 1.12.4 The PET Director will provide support for the project and the Research Eol to the Research Director.
- 1.12.5 The Research Director will subsequently contact the Primary Investigator for a full research proposal (Appendix B).
- 1.12.6 Once a full research proposal is received, the Research Director will establish a Research Panel to review the application
- 1.12.7 The Research Panel will consist of the Research Director and the Chief Medical Officer; however, external reviewers may be called upon if the proposal falls outside of the panel's core area, or if a conflict of interest exists.
- 1.12.8 Once reviewed, the Research Director provides the Research Panel's feedback to the primary investigator.
- 1.12.9 If amendments are required, the primary investigator will provide a revised protocol and/or feedback rebuttals directly to the Research Director.
- 1.12.10 Once satisfied with the research protocol, the Research Director will provide the Research Panel's final recommendation to the PET Director and the WAIS Executive Director
- 1.12.11 Final research project approval will be granted by the WAIS Executive Director.
- 1.12.12 Once approved by the WAIS Executive Director, the research project will be logged on the WAIS research register.
- 1.12.13 Prior to commencing any data collection, evidence of formal institutional ethics clearance must be provided by the primary investigator to the Research Director.

1.13 Innovation (Figure 3)

- 1.13.1 The innovation project is initially proposed and discussed at the relevant PET meeting. If thought to be appropriate, the PET meeting group will recommend an Innovation Eol be generated (Appendix C).
- 1.13.2 Once written, the Innovation Eol is provided to the PET Director.
- 1.13.3 The PET Director will assess the Innovation Eol for any perceived safety and/or ethical issues.
- 1.13.4 If the PET Director deems the innovation requires medical clearance or ethics approval, the Research Panel (CMO: medical clearance; Research Director: ethics process) will be engaged to review the Eol.

- 1.13.5 If engaged, the Research Panel will provide a recommendation to the PET Director.
- 1.13.6 Once satisfied with the innovation protocol and associated clearances, final innovation project approval will be granted by the PET Director.
- 1.13.7 Once approved by the PET Director, the innovation project will be logged on the WAIS innovation register.

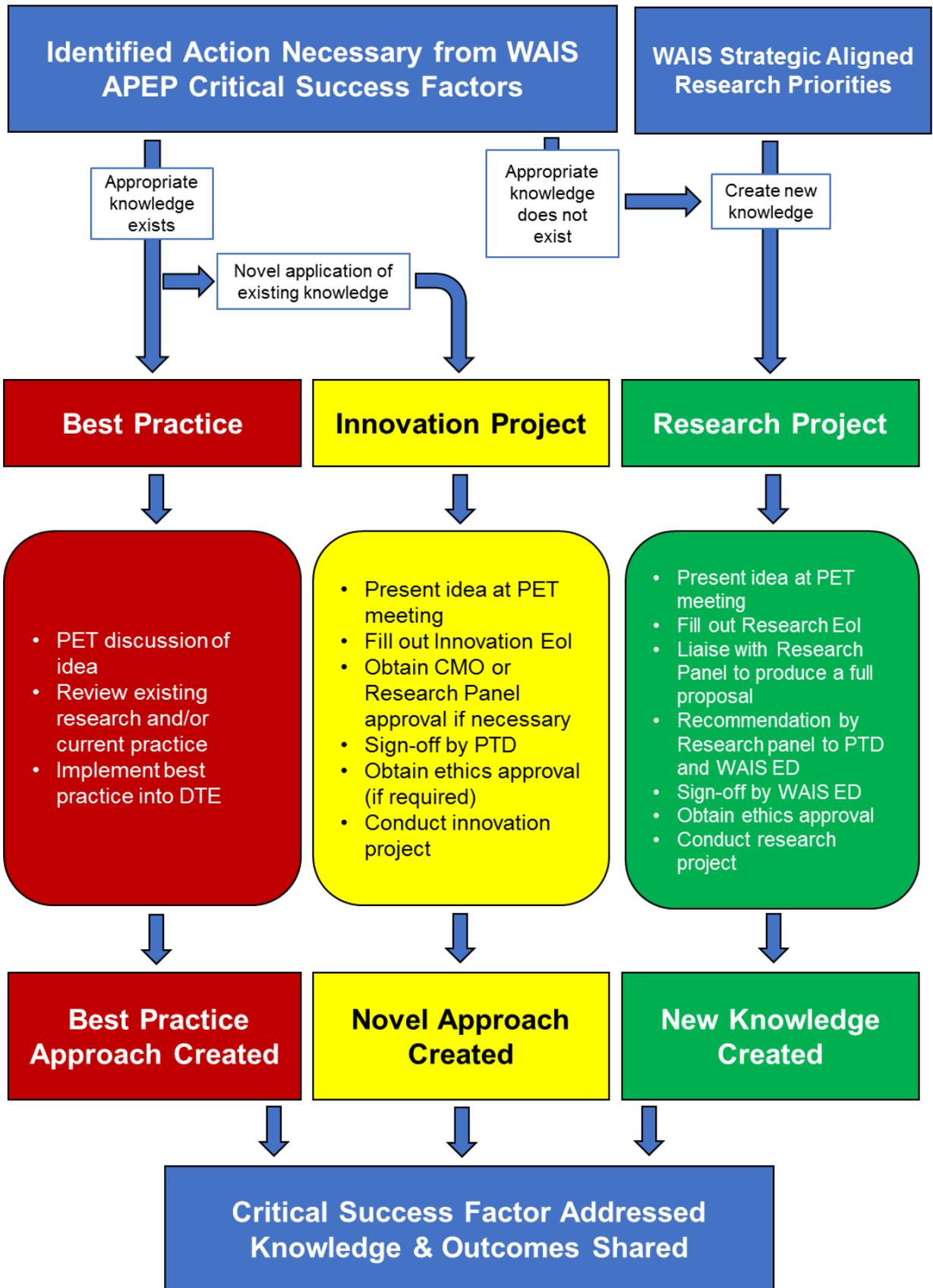


Figure 1. Decision tree for determining the best approach to address an APEP critical success factor.

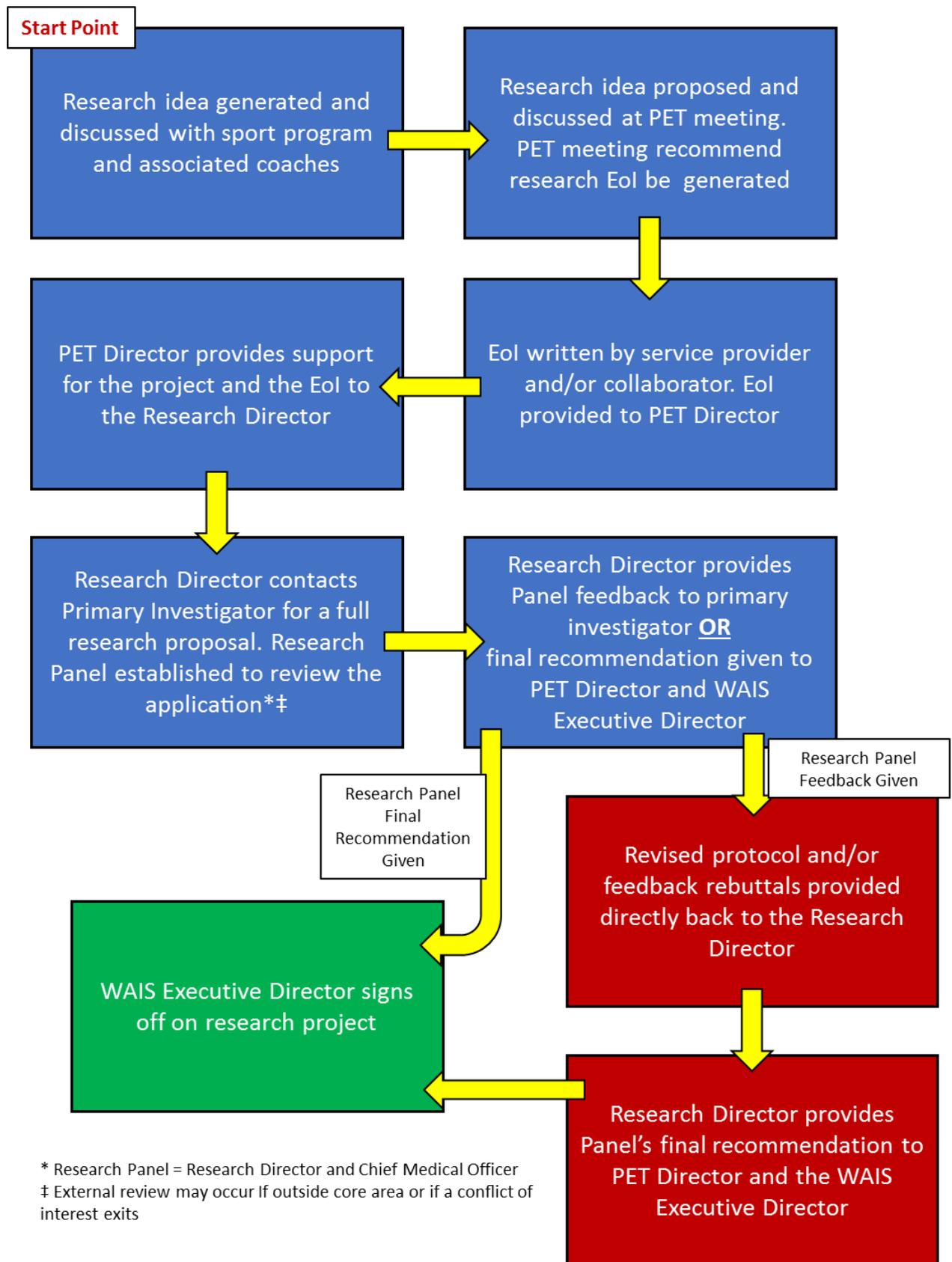


Figure 2. Process map for the nomination of a research project.

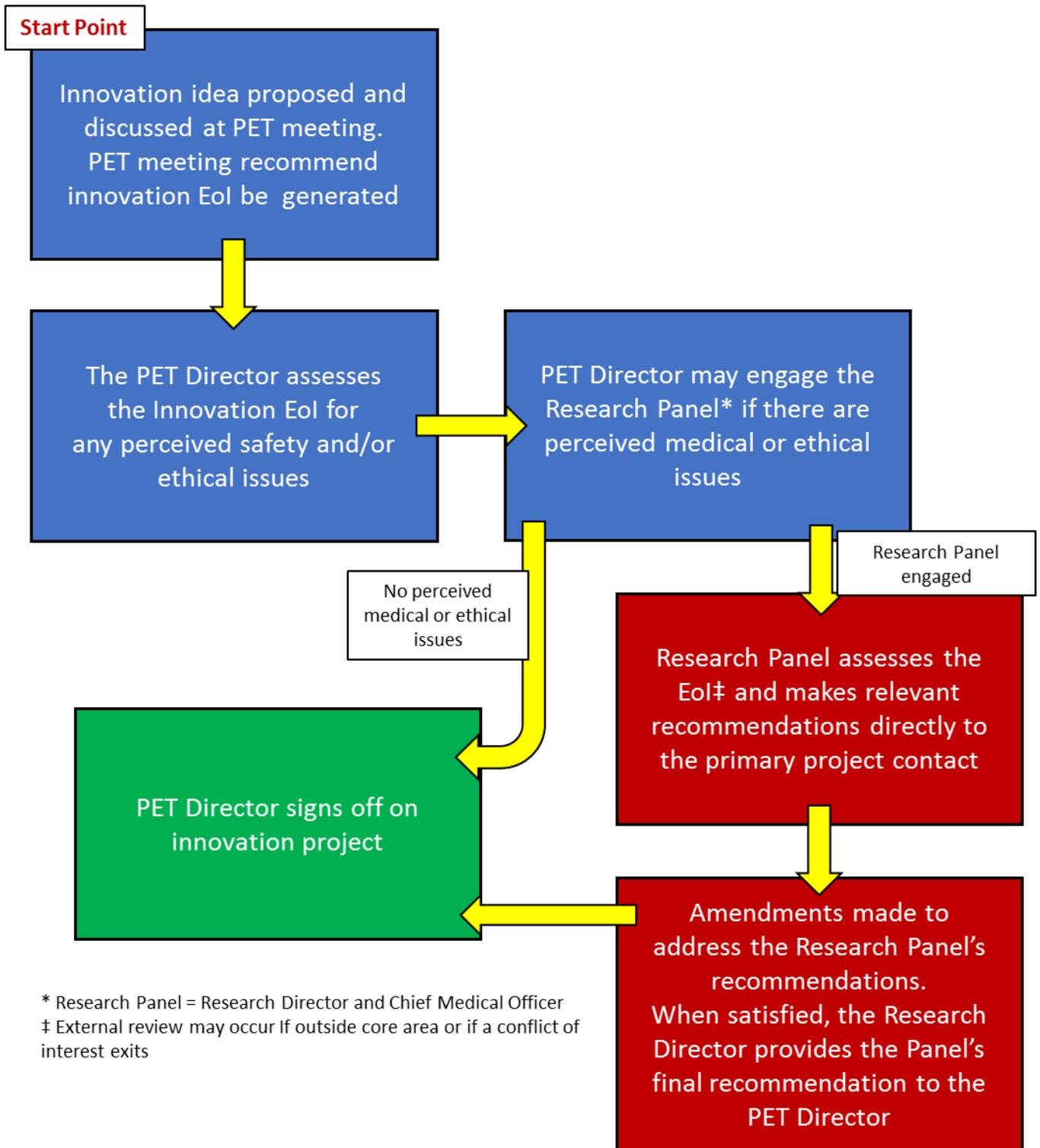


Figure 3. Process map for the nomination of an innovation project Figure 2. Process map for the nomination of a research project

WAIS Research Expression of Interest

Please keep this document to a maximum of 2 pages

Note: Investigators will receive an invitation to submit a full research proposal from the WAIS Research Panel subsequent to PET Director support for this Expression of Interest.

1. Project Title

Provide a brief, succinct title for this research.

2. Primary Investigator Details

Title, name, organisation, phone number and email address.

3. Research Team Members

Name, institution and email address of each research team member.

4. Project Overview (200 words maximum)

Provide a brief synopsis of the study.

5. Aims of the Project

State the specific aims of the research in bullet points using plain language.

6. Performance Barrier to be addressed

Detail the WAIS identified performance barriers this research addresses; or, how does this research align with the WAIS strategic research priorities?

7. Impact Statement (150 words maximum)

Provide a compelling statement of the impact that this project will have.

WAIS Full Research Proposal

Please keep this document to a maximum of 6 pages

Note: Sections 1-7 can be copied from the research expression of interest

1. Project Title

Provide a brief, succinct title for this research.

2. Primary Investigator Details

Title, name, organisation, phone number and email address.

3. Research Team Members

Name, institution and email address of each research team member.

4. Project Overview (200 words maximum)

Provide a brief synopsis of the study.

5. Aims of the Project

State the specific aims of the research in bullet points using plain language.

6. Performance Barrier to be addressed

Detail the WAIS identified performance barriers this research addresses; or, how does this research align with the WAIS strategic research priorities?

7. Impact Statement (150 words maximum)

Provide a compelling statement of the impact that this project will have.

8. Background Review and Justification (1 page maximum)

Detail the relevant literature and use this to justify the project.

9. Detailed Research Methods (3 pages maximum)

Please address the following headings:

- Participants (sample size justification)
- Ethics Approval / process
- Experimental Overview and Design
- Experimental Procedures
- Statistical Analyses

10. Project Deliverables and Measures of Success

Deliverable	Measure of Success	Delivery date

11. Timeline of Activity

Provide an estimated timeline of significant milestones in bullet points.

12. Budget

Please provide a detailed budget. Include all sources of funding and expected contributions.

13. Signatures

Signed:	Date:
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14. References

WAIS Innovation Expression of Interest

Please keep this document to a maximum of 3 pages

1. Innovation Project Title

Provide a brief, succinct title for this innovation.

2. Innovation Project Lead

Name

3. Collaborating Partners

Title, name, institution and email address of each collaborator.

4. Innovation Project Overview (200 words maximum)

Provide a brief synopsis of the project, highlighting the innovative use of current knowledge into new practice.

5. Aims of the Innovation Project

State the specific aims of the innovation in bullet points using plain language.

6. Performance Barrier or APEP critical success factor to be addressed

Detail the WAIS identified performance barriers or APEP critical success factors addressed by this innovation.

7. Impact Statement (150 words maximum)

Provide a compelling statement of the impact that this innovation project will have.

8. Protocols

Provide details of any protocols to be implemented as part of this innovation.

9. Are there any perceived medical or ethics clearances required for this project?

Yes No

If Yes, provide details.

10. Resources required to complete this Innovation Project

List all required resources to complete this project in bullet points.

11. Estimated Costs

Provide details of the costs incurred to undertake this innovation project.

12. Project Deliverables and Measures of Success

Deliverable	Measure of Success	Delivery date

13. Timeline of Activity

Provide an estimated timeline of significant milestones in bullet points.

14. Signatures

Signed:	Date:
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