

# Primary and Community Care Early Researcher Bursary Tier 2

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# Primary and Community Care Early Researcher Bursary Scheme

## Tier 2 Guidance Notes

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## The Tier 2 Bursary

### What is the Scheme?

The Tier 2 Bursary is aimed at those who have some experience of research or have completed some research training and who are interested developing their literature reviewing and analytical skills. The Tier 2 Bursary Scheme provides the time and mentoring support to help applicants develop these research skills. Applicants can either: identify a research area relevant to their own clinical practice and of importance to commissioners of healthcare, which they wish to explore in more detail, or apply to work on one of the topics on the Research Office list (Appendix 1).

**Successful applicants will be seconded to the Research Office** to search, review and analyse the literature relating to the area of interest. Applicants will use the time to write a briefing document, report or literature review of relevance to patients and the NHS. The exact output will be agreed between the successful applicant, their line manager and the Research Office. It is expected that by identifying evidence gaps in the existing literature, the report could be used to inform the design of a future research study.

The Research Development team will provide advice and support to applicants including appropriate methods, sources of information, analysis and the format of the final report.

Before applying, we recommend that applicants perform a brief literature search to determine the size and scope of the existing literature and whether a recent systematic review exists in the chosen topic area. **Applicants are encouraged to contact the Research Development team who can advise on the suitability of a topic area prior to submission of an application.**

### What funds are available?

Up to £7,000 is available per applicant to cover the costs of backfill so the applicant can be seconded to the Research Office.

### Who can apply?

The Tier 2 Bursary is open to any NHS employee in Primary or Community Care and employees of Public Health organisations in Norfolk or Suffolk, who can demonstrate the support of their line manager / employer. The applicant must be able to demonstrate that they have knowledge and experience of research and research methodology.

It is **not** a pre-requisite that the applicant has completed a Tier 1 Bursary, but some experience of research (literature reviewing / research methods course attended or evidence of academic experience) will be an advantage.

### **What can the funds be use for?**

The funds are ***only to provide funding for backfill*** so the applicant can spend 1 day a week at the Research Office for between 3 and 6 months. It is imperative that applicant consult with the appropriate line manager prior to submitting an application and managerial sign off is required as part of the application.

### **What is the expected outcome?**

The applicant will be required to produce a briefing document or report which may be of use to commissioners of health care services and/or identifies areas for future research.

### **What is the application process?**

Your application will be acknowledged via email within 1 week. Completed applications will be assessed by the Research Office and you will be informed of the outcome within 8 weeks of your application.

**We strongly recommended that you contact the Research Development team to discuss your idea before submitting an application by emailing [SNCCG.ResearchDevelopment@nhs.net](mailto:SNCCG.ResearchDevelopment@nhs.net) so that we can support you in the process and assist you in estimating the appropriate duration of the secondment.**

## Tier 2 application form guidance

The following brief notes are to help you and your manager to complete the form successfully so that reviewers can assess your application fairly.

### To be completed by the applicant

#### Sections 1-6: About you

These sections will tell us some basic facts about you, including where you work and your current post.

Make sure that you fill these sections in as completely as possible. This will allow the panel to understand what stage of your career you have reached and what your current level of research experience is. It is important that you give concise information that:

- ✓ fully reflects your current position, previous posts and career development;
- ✓ details **any** academic / professional qualifications;
- ✓ details **any** research related course you have attended, if relevant;
- ✓ references **any** publications you have or presentations you have made to conferences;
- ✓ demonstrates **any** previous experience in research (hosting or active involvement)

#### Section 7: Supporting statement

Use this space to tell the reviewers some background about why you want to embark on a research career.

#### Section 8: Area of interest

If you have **identified an area of interest independently** (section 8A), please provide full details of the topic, including how you identified it, the background (including relevant literature), why this area is important to patients and the NHS please also detail how the Tier 2 bursary will benefit your career development and your clinical practice and your research career aspirations.

If you have **chosen one of the topic areas identified by the Research Office** (section 8B and see Appendix 1) please explain to the reviewers why the topic is of interest to you. Also include information about why a Tier 2 Bursary would be beneficial to your career development, your clinical practice and your research career aspirations.

## **Section 9: References / bibliography**

If you have included any relevant literature in your supporting statement please list up to 8 here.

## **Section 10: Applicant declaration and signature**

Your signature here will confirm that you wish to apply for the Tier 2 Bursary and that you will complete the scheme as agreed with NSPCCRO.

## **To be completed by the applicant's line manager/ service lead/ budget holder**

### **Section 11: Manager details**

Please include your name, job title and position in relation to the applicant.

Applications can only be considered where the applicant has already obtained the commitment of their line management or practice colleagues to this end, please briefly outline how the Bursary will benefit the applicant.

### **Section 12: Funds requested**

**Backfill:** The Tier 2 Bursary funds should be used to cover the cost of providing clinical backfill to enable the applicant to be seconded to the Research Office for 1 day a week for up to 6 months. Please estimate the duration of the secondment, the number of days of backfill which will need to be funded and the cost of this. Please contact the Development team with any queries.

### **Section 13-Manager declaration and signature**

Your signature here will confirm that you support the application and that you will ensure any Bursary funds are used as agreed with NSPCCRO.

## Appendix 1: Topic areas for Tier 2 applicants to consider

Please note these are areas of broad interest to commissioning organisations across Norfolk and Suffolk and will need to be narrowed down in order to formulate a research question which can be answered within the scope of the Bursary. The Research Development team can work with you to do this.

The NHS needs to improve quality, prevent widening health inequalities and respond to rising patient volume all within the local funding envelope. These broad and overlapping topics have been identified as of importance to the local health economy (Table 1).

	Reducing / avoiding unplanned hospital admissions	Falls prevention	Managing long-term conditions in primary care	Supporting people to live well at home	Improving medication adherence
Older people					
Dementia					
Supported self-management					
Making healthy lifestyle choices					
Reducing inappropriate prescribing					
Pathways of discharge from acute services.					

**Table 1:** Topics of interest to commissioning organisations.

These topics are not exclusive of each other and neither is the list exhaustive. The Research Office also encourages the development of your own ideas relevant to your clinical practice and we can work with you to formulate a research question based on these.