

BC Children's Hospital Research Institute (BCCHR) Membership General Guidelines

BC Children's Hospital Research Institute (BCCHR) welcomes all those on the Oak Street Campus who are either connected to research in their work or training, or who are interested in research and would like to engage with the BC Children's Hospital research community. These guidelines describe the various categories of membership at BCCHR, along with the eligibility criteria, expectations, responsibilities and benefits for each category.

Types of BCCHR Memberships:

- A. Investigator
- B. Affiliate Investigator
- C. Investigator Emeritus/Emerita
- D. Trainee
- E. Research Community Member

For further information on the benefits and resources available to BCCHR Investigators, Affiliate Investigators, Investigators Emeritus/Emerita and Research Community Members, please contact Research Services (resinfo@bcchr.ca) or refer to the "[BCCHR Services Document](#)".

A. Investigator

Investigators include researchers who are currently leading or co-leading a research program that benefits child health and serves the population of children and youth at BC Children's Hospital and in the community across BC and the Yukon.

A research program is defined as a collection of research projects and activities that investigate a research question. This can include projects across a spectrum of research that ranges from pre-clinical lab-based work, to clinical trials and quality improvement projects. A lead or co-lead is someone who would be identified as the Principal Investigator or Co-Principal Investigator on the grant application, and is the central decision maker on that project.

Eligibility Criteria:

- Leads or co-leads a research program based at BC Children's & Women's Health Centre or Sunny Hill Health Centre.
- Holds a university faculty appointment (grant-/partner-/tenure-track/or tenured) **OR** holds both a BC Children's Hospital clinical and university faculty appointment.
- Has an [ORCID id](#).

- Aligned with one of the four Research Themes at BCCHR:
 - **Brain, Behaviour & Development**
 - **Childhood Diseases**
 - **Evidence to Innovation**
 - **Healthy Starts**
- Scholarly output of at least one academic publication in the last three years (or adjusted for periods of leave).
- Support from the Theme Director and the Senior Executive Director, Research, BC Children's Hospital for membership application.

Responsibilities:

- Directs and develops a productive and independent research program that is competitive at the international level.
- Obtains and maintains national/international peer-reviewed funding as an Investigator as appropriate to their research program.
- Supervises, trains, and mentors research institute-based research trainees (Graduate Students/ Postdoctoral Fellows/Clinical Residents or Fellows).
- Fiscally responsible for the support of their academic activities, including procurement of salary/stipend for technical & academic member(s) of their team (achieved through grant applications to internal and external sources or available alternative sources).
- Participates in chosen Theme's activities (strategic planning meetings/retreats, trainee seminars, etc.).
- Actively participates in BCCHR's collective activities (ie. committees, mentoring groups, seminars, trainee programs, etc.).
- Adheres to BC Children's Hospital, PHSA, university and hospital policies governing the conduct of research and professional practice.
- Responds to BCCHR's requests for information (space, funding, personnel, etc.) relevant to the institute's accountability and reporting needs.
- Acknowledges/identifies BC Children's Hospital affiliation in grants, publications, presentations, media, etc.

Benefits/Research Institute Commitments:

Key benefits related to the resources, programs and services for a BCCHR Investigator include the following:

- Eligible to apply for internal funding opportunities or hold awards from BCCHR. *An Investigator whose primarily affiliation is with another research institute is not eligible.*
- Access to equipment within the core facilities at BCCHR, which includes state-of-the-art facilities for genomic, cell, and molecular biology, flow cytometry, 3TMRI imaging and more.
- An Investigator's trainees are eligible to apply for all BCCHR Trainee Awards Programs and participate in the Research Education Office curriculum, which includes workshops, seminar series, training opportunities, etc.
- Access to BCCHR services (Research Services, Finance, Facilities, Human Resources, Integrated Research Informatics Services, Operations, Communications, Research Technology & Development Office, Clinical Research Support Unit, Research Education, Mentorship Program, etc.).

B. Affiliate Investigator

The Affiliate Investigator category includes individuals who hold a primary appointment at another research institute, university/campus, hospital and/or agency, and who are actively engaged in a Theme's research program at BCCHR. Such appointments are rare and are granted only if they are considered important to the success of a Theme's research program (ie. more strategic than a collaborative research program with 1 - 2 Investigators). They must have obtained the respective Theme Director's endorsement. An Affiliate Investigator membership is valid for a 1-year period only and must be renewed annually. A justification for renewal, as well as endorsement from Theme Director, must also be obtained.

Eligibility Criteria:

- Significant engagement in a research program that is closely allied with a Theme. Such alignment may include the development or implementation of large-scale research projects.
- Former Investigators who have moved to positions at other locations may hold Affiliate Investigator status until their research program on the Oak Street Campus concludes (ie. trainees graduated, funding closed, etc.).
- Endorsement from the Theme Director and support from the Senior Executive Director, Research, BC Children's Hospital for membership application.

Responsibilities:

- Actively participates in a Theme within BCCHR.
- Adheres to BCCHR, PHSA, university and hospital policies governing the conduct of research and professional practice.

Benefits/Research Institute Commitments:

Since this is a courtesy designation, BCCHR is not responsible for providing any direct or indirect infrastructure support. Key benefits related to resources, programs and services include the following:

- Individuals in this category are welcome to participate in academic activities (ie. seminars/events).
- Trainees of Affiliate Investigators (including summer students) working at BCCHR may participate in Research Education activities.
- Limited access to BCCHR administrative services.
- May co-direct BCCHR research funds with a BCCHR Investigator.
- May co-supervise a BCCHR summer student with a BCCHR Investigator.

C. Investigator Emeritus/Emerita

This category includes former Investigators who wish to maintain a connection with BC Children's Hospital Research Institute in their retirement. Retired researchers who still lead an active research program may elect to remain as a full Investigator, or be listed as an Investigator Emeritus/Emerita.

No additional application is required. Retired Investigators can contact resinfo@bcchr.ca to update their membership.

D. Trainees

This category includes Graduate Students, Postdoctoral Fellows and Clinical Residents/Fellows. They are present either in part, or entirely, on the Oak Street Campus and participate in a hospital/educational institution program for training or skill development.

No application is required. Trainees automatically become BCCHR members through the Onboarding process upon arrival, done in conjunction with their BCCHR research supervisor.

Eligibility Criteria:

- Primarily supervised by a BCCHR Investigator.

Benefits/Research Institute Commitments:

- Eligible for trainee research funding such as salary awards, travel awards and sponsorships.
- Eligible to participate in the Research Education Office curriculum which includes workshops, seminar series, training opportunities, etc.
- Eligible for program support including access to the Research Education Office, Research & Technology Development Office, Clinical Research Support Unit, Clinical Research Professional Development Program and the Faculty of Medicine Post-Doc Professional Development Team.

E. Research Community Member

This category includes individuals who are connected to research or wish to be a member of the BC Children's Hospital Research Institute community, but are not leading or co-leading a research program.

This category includes:

- Healthcare Professionals
- Research Staff (lab managers, technicians, research assistants, etc.)
- Administrative Staff
- Students (undergraduate and medical students)
- Volunteers

Research Staff, Administrative Staff, Students and Volunteers automatically become BCCHR Research Community Members through the Onboarding process upon arrival, done in conjunction with their BCCHR research supervisor. Healthcare Professionals may become a Research Community Member by creating a profile in the [BCCHR Research Community Member Directory](#).

Eligibility Criteria:

- Connected to research or have an interest in research on the Oak Street Campus.

Benefits/Research Institute Commitments:

- Receive BCCHR newsletters with the latest research news and events.
- Invitations to attend special research events and activities (workshops, seminar series, etc.).
- Access to the internal [ResearchHub](#) Intranet for BCCHR resources and support services.
- Collaboration and networking opportunities with other BCCHR community members.