

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

BC Children's Hospital Research Institute (BCCHRI) welcomes all those on the Oak Street campus (and at Sunny Hill Health Centre) who are either connected to research in their work or training, or 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 BCCHRI along with eligibility criteria, expectations and responsibilities, as well as benefits for each category.

Types of BCCHRI membership:

- A. Investigator (Investigator, Affiliate Investigator, Investigator Emeritus/a)
- B. Trainee
- C. Research Community Member

A. Investigator

I. Investigator:

The Investigator category includes researchers who are leading or co-leading a research program at Children's & Women's Health Centre on the Oak Street campus (or affiliated Sunny Hill site).

Eligibility criteria:

- Leads or co-leads research program at Children's & Women's Health Centre.
- Holds university faculty appointment (Grant-, Partner-, Tenure-Track or Tenured) or hospital appointment.
- Possess an ORCID iD and updated profile.
- Aligned with one of the four Research Themes at BCCHRI:
 - **Brain, Behaviour and Development**
 - **Childhood Diseases**
 - **Evidence to Innovation**
 - **Healthy Starts**
- Scholarly output of at least one publication in the last three years (or adjusted for periods of leave).
- Support from Theme Lead and BCCHRI Executive Director 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 his/her research program.
- Supervises, trains, and mentors research institute-based research trainees (Graduate Students / Postdoctoral 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 application to internal & external sources or available alternative sources.)
- Participates in chosen Theme's activities (strategic planning meetings/retreats, trainee seminars, etc.)
- Actively participates in BCCHRI's collective activities (i.e., committees, mentoring groups, seminars, trainee programs).
- Adheres to BC Children's Hospital, PHSA, university and hospital policies governing the conduct of research and professional practice.
- Responds to BCCHRI'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 resources, programs and services for a BCCHRI Investigator include:

- Eligible to apply for or hold award(s) from the Investigator Grant Award Program (IGAP). Members with an IGAP Award will be subject to reviews as specified in the IGAP Award Terms and Conditions. *(An Investigator whose primary affiliation is with another Research Institute is not eligible.)*
- Eligible for start-up funds for new recruitments, as per negotiations at time of appointment. *(An Investigator who has a shared membership is not eligible.)*
- Allocated research/office space commensurate with space allocation policies and the needs of the scientist's research program, as per university and hospital agreements.
- Investigator's trainees are eligible for all BCCHRI Trainee Awards Programs.
- Investigator's trainees are eligible for Summer Student Award Program, including graduate/PDF studentships, Summer Student Research Program, training workshops, etc.
- Access to BCCHRI services (Research Services, Finance, Facilities, Human Resources, Information Technology, Operations, Communications, Research Technology & Development Office, Clinical Research Support Unit).
- If requested, BCCHRI will participate and contribute to the Investigator's academic departmental review.
- BCCHRI will work with the academic department to ensure an appropriate mentor is available to assist junior Scientists in the development of their research careers.

II. Affiliate Investigator

The Affiliate Investigator category includes individuals that hold primary appointments at other research institutes, universities/campuses, hospitals and/or agencies, who are actively engaged in a Theme's research program at BCCHRI. Such appointments are rare and are granted only if they are considered important to the success of a Theme's research program (i.e., more strategic than a collaborative research program with 1 - 2 Investigators). They must have obtained the respective Theme Lead'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 Lead 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 at the Oak Street campus concludes (e.g. trainees graduated, funding closed).
- Endorsement from Theme Lead and support from BCCHRI Executive Director for membership application.

Responsibilities:

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

Benefits / Research Institute Commitments:

Since this is a courtesy designation, BCCHRI 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 (i.e., seminars).
- Affiliate Investigator's Trainees (including summer students) working at BCCHRI may participate in Research Education activities.
- Limited access to BCCHRI administrative services.
- In exceptional circumstances, space (if available) may be allocated to members in this category.
- May co-direct BCCHRI research funds with a BCCHRI Investigator.
- May co-supervise a BCCHRI summer student with a BCCHRI Investigator.

III. 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 an Investigator or be listed as Investigator Emeritus/ Emerita.

For further information on benefits and research resources available to BCCHRI Investigators, Affiliate Investigators, Investigators Emeritus/a, and Research Community Members, please refer to "BCCHRI Services Document" or contact Research Services (resinfo@bcchr.ca).

B. Trainees

This category includes undergraduate and graduate students, postdoctoral fellows, or other clinical trainees who are present in part or entirely on the Oak St. campus to participate in a program of training or skill development within the hospitals or in conjunction with an institution of higher education. Trainees automatically become BCCHRI members through the “Onboarding” process upon arrival.

Eligibility criteria:

- Primarily supervised by a BCCHRI Investigator.

Benefits / Research Institute Commitments:

- Eligible for Research Funding: salary awards, travel awards, sponsorships and indicated seed grants.
 - Eligible to participate in the Research Education Office curriculum including workshops, seminar series, trainees research forum, etc.
 - Eligible for program support including access to the Research Education Office, Research Education Outreach Committee, Research & Technology Development Office, Clinical Research Support Unit, Clinical Research Professional Development Program and the Faculty of Medicine Post-Doc Professional Development Team.
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C. Research Community Member

This category includes all individuals (who are not Investigators or Trainees) who are connected to research or wish to be connected with the BCCHRI Research Community. This category consists of research staff (lab managers, technicians, research assistants), health care professionals, administrators, administrative staff, visiting researchers, and volunteers, etc. Individuals may become a Research Community Member by creating a profile and registering in the [BCCHRI Research Community Member Directory](#).

Eligibility criteria:

- Connected to research or have an interest in research.

Benefits / Research Institute Commitments:

- Eligible to receive BCCHRI newsletters with the latest research news and events.
- Eligible to attend special research events and activities (workshops, seminar series, etc.)
- Access to the *Research Intranet*: <https://hub.bcchr.ca/display/portal/Home>