VIS Research Policy

Research Council

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Document control

Review date	Description of changes	Contributions	Approval Date
	Version 1 VIS Research Policy created	Project Manager – R&I Research Council Performance Committee	1 Feb 2023
1 Feb 2024	Review of Research processes Version 2 addition of: • Research Support definition • Research Storage and Dashboard • VIS Research Conditions • Appendix 8 VIS Research Priorities 2023-25 • Appendix 9 Health/Medical Screening for Research Procedure	Project Manager – R&I Research Council Performance Committee	May 2024
3 June 2024	Review of Research Policy by VIS legal team. Addition of Privacy and Data Management	Lander & Rogers team	9 July 2024
1 Feb 2025			

Next review due: 1 Feb 2025

1. Overview

VIS Motto

“Success in sport and life”

VIS Values

- Excellence - we all lead by example and strive to be ahead of the game
- Courage - we are relentless in facing challenges head on
- Passion - we bring energy and excitement to everything we do
- Community - we see the potential in everyone and support each other to collectively do amazing things
- Simplicity - we work on small things each day which allow us to reach our goals
- Success - we strive for greatness and celebrate success

Our Research Mission

To support research that drives high performance outcomes.

Our Commitment

1. To ensure VIS research is conducted in a safe and ethical manner.
2. To optimise VIS resource allocation that is directed towards research and quality enhancement.

Background

VIS has a strong history of collaboration, innovation, and striving for excellence. Research that reflects the VIS values, is focused on our research agenda, and optimises our resources, can enhance our core business.

2. Terms of reference

Definitions

Best Practice: Methods or techniques that are accepted as superior based on current understanding of research and experience. The implementation and regular critical review of VIS processes aims to reflect current world-leading standards and to create space for innovation.

Innovation: Creative approaches that may improve efficiency or provide a novel solution to enhance performance of VIS athletes either directly or indirectly.

Research: Systematic observations, investigations, or interventions that aim to contribute to best practice or generate new knowledge. This may include primary data collection, reviews of the literature or existing practice, and/or the use of existing knowledge in a new and creative way to generate new concepts, methods, and understandings, use of data (for example quality enhancement activities). Some quality enhancement activities will not require ethics approval.

Research Support: Non-financial support to external research projects, where VIS has not been involved in the design of the study e.g. Grant application endorsement i.e. AIS Research Grant Partner Organisation; hire of VIS facilities to conduct independent research, assistance with recruitment of VIS personnel as participants, or dissemination of research materials.

Research types covered in this document

[See Appendix 1: Project Classification Matrix]

Research Type A: Quality enhancement activities (Internal only - may not require research council approval)

- Communication with discipline manager to consider time / resource cost
- Does not require ethics due to study design (i.e., a systematic review)
- Projects undertaken within usual operational models and day to-day processes
- Process: [See Appendix 2: Classification & Process for Research Requests (Applicants)]
    - Submit overview (including rationale, what is known etc.) to research council
    - Does not require VIS research council approval (but council may provide input – i.e., other groups within VIS or the system are doing something similar etc.).
    - Include closing the loop – what is the outcome?
- Critical to be included in research repository no matter how small in order to reduce research waste
- Research council able to provide direction to staff regarding whether a project/plan fits – quality enhancement V innovation V research. The research council will consider what data may be collected, whether consent is required for example. The research council will be guided by current NHMRC and defense documents, which AIS refer to.

The following has been provided by AIS:

"***Research vs non-research activities***

Confusion arises over whether an activity is considered research, or not. This is an important theme as it might be a trigger for whether ethical review is needed. Common activities similar to research include quality assurance (QA) and evaluation activities, as in both cases research methods may be used.

According to the National Health and Medical Research Council (NHMRC) a **quality activity** is considered to be '*an activity where the primary purpose is to monitor or improve the quality of service delivered by an individual or an organisation*'. The NHMRC refers to **evaluation** as '*a term that generally encompasses the systematic collection and analysis of information to make judgements, usually about the effectiveness, efficiency and/or appropriateness of an activity*'.

QA, evaluation and research exist on a continuum of activity, and work that begins as one form of activity can evolve into another over time. Irrespective of whether an activity is called research or QA or evaluation, those conducting the activity must consider whether the people involved (e.g., participants, staff) will be exposed to any risk, burden, inconvenience or possible breach of their privacy.

Practitioners conducting QA, evaluation and/or research activities must:

- familiarise themselves and comply with the document "Ethical considerations in quality assurance and evaluation activities", available at the following NHMRC webpage: https://www.nhmrc.gov.au/about-us/resources/ethical-considerations-quality-assurance-and-evaluation-activities, with particular attention to *e) Triggers for consideration of ethical review*;
- comply with the VIS Information Security Policy, available by request via research@vis.org.au;
- comply with the AMS User Terms and Privacy Notice which can be accessed via the below link in 'Existing Resources'; and
- familiarise themselves and comply with the AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander Research which applies to all Aboriginal and Torres Strait Islander research.

Research Type B: Project (Does require research council approval)

- External ethics is required for project
- Includes projects where VIS staff are driving or involved with research where data are collected, and athletes need to be aware of and sign informed consent. Can also include projects where external researchers are requesting data or access to athletes and the use of retrospective data.
- Data may be intended to be published
- The research council will consider the application from the applicant
    - What is known, ethics, funding, burden, potential for impact on performance, strategic research priorities that the research addresses, implementation plan will be considered, and feedback will be provided.
    - [See Appendix 3: VIS Research Application Form]
    - [See Appendix 4: Process for Reviewing Research Requests (Research Council)]
- The research council will also consider external requests for VIS involvement (for example distribution of questionnaires). In this instance the research council will evaluate the benefit and burden as well as check ethics that has been obtained and the implementation or results dissemination plan. [See Appendix 5: Checklist for reviewing submitted projects for dissemination (not funded by VIS)]
- The research council will aim to respond to all requests within a timely manner and may sometimes require more information prior to making a decision.

Existing Resources

- AIS Ethics - https://www.ais.gov.au/research-submissions/rrc
- Research resources AIS - https://www.ais.gov.au/research-submissions/ec
- VIS Teams channel with all existing documents are accessible to Research council
- AMS User Terms and Privacy Notice - https://www.ais.gov.au/__data/assets/pdf_file/0005/717197/AMS-User-Terms-and-Privacy-Notice-Final-Nov-2019.pdf
- https://www.nhmrc.gov.au/about-us/publications/national-statement-ethical-conduct-human-research-2007-updated-2018#toc__374
- https://www.defence.gov.au/adf-members-families/health-well-being/business-plans/ddva-hrec/research-quality-assurance

VIS Research Storage & Dashboard

All Research proposals and Research Support requests will be submitted via Teams Form (captured in excel database) with PDF copies stored in relevant folders (Approved; Declined) within the private VIS Research channel on MS Teams, only accessible by the Research Council. All submissions and their status will be viewable to all staff via the Research Dashboard (PowerBI reading from excel database) on Teams. Finances are only visible to the Research Council, Executive and Performance Committee.

Summary data may be shared to ASTARI (Australian Sports Technology and Research Inventory) if applicable.

3. Research Council

Objectives of the VIS Research Council

Set a strategic research agenda working closely with the VIS research steering committee and stakeholders

1. Manage research fatigue by considering burden and benefit of all applications
2. Refine, and develop where necessary, resources to evaluate applications and ongoing project status updates
3. Review, provide feedback and approve research involving VIS athletes and staff (including where necessary identifying where external ethics may be required, and guide to existing resources)
4. Encourage collaboration with NSO and NIN Research groups
5. Consider involvement of VIS in projects as an Industry Partner, develop and manage relationships with tertiary institutions
6. Seek external input (from outside the research council) where required to evaluate applications (for example content expertise, statistics etc)
7. Award funding to successful applications from VIS research budget [See Appendix 6: Outline of Grant Schedule]
8. Review and provide feedback around the implementation research plan (where appropriate)
9. Monitor progress of approved projects
10. Facilitate the maintenance of an up-to-date VIS research repository
11. Monitor the implementation and promote dissemination of research or quality enhancement findings - support to "tell our VIS story"

Research Council Representatives

The initial research council was formed with members from the steering committee and interested VIS staff members. It was decided this interim council would sit for two years to establish processes and then put out EOI call. [See Appendix 7: Expression of interest for VIS Research Council]

Interested staff members should discuss workload and suitability with their relevant manager. The council will be selected by the steering committee with approval by the Executive. The steering committee reserves the right to appoint an external representative(s) with specific expertise or experience.

External reviewers

To avoid actual or perceived conflict of interest, external reviewers may be utilised to review VIS Research Grant applications. Reviewers will be chosen based on content expertise and availability. A minimum of two reviewers will review each application according to a marking matrix (provided).

Time Allocation, Workloads and Expectations

Workloads and time dedicated to research should be discussed with your relevant manager, coach and GMHP (as appropriate) prior to commencement. Expectations and KPIs regarding research will be discussed at an individual level.

Conflict of Interest Policy

All VIS staff may submit applications for research. Any staff named on the application will not be part of the research council deliberations or decision and will declare COI. The Research council maintains a current COI register for committee members (located on Microsoft Teams). An appropriate colleague may be approached for content or sport expertise regarding application where a COI is present.

4. Research Priorities

Targeted Research Priorities

To be set by the research council in consultation with the steering committee, consultation processes (Figure 1). The goal is to have focus and communicate with AIS, National Institute Network (NIN) and system partners to maximise efficiency and resources.

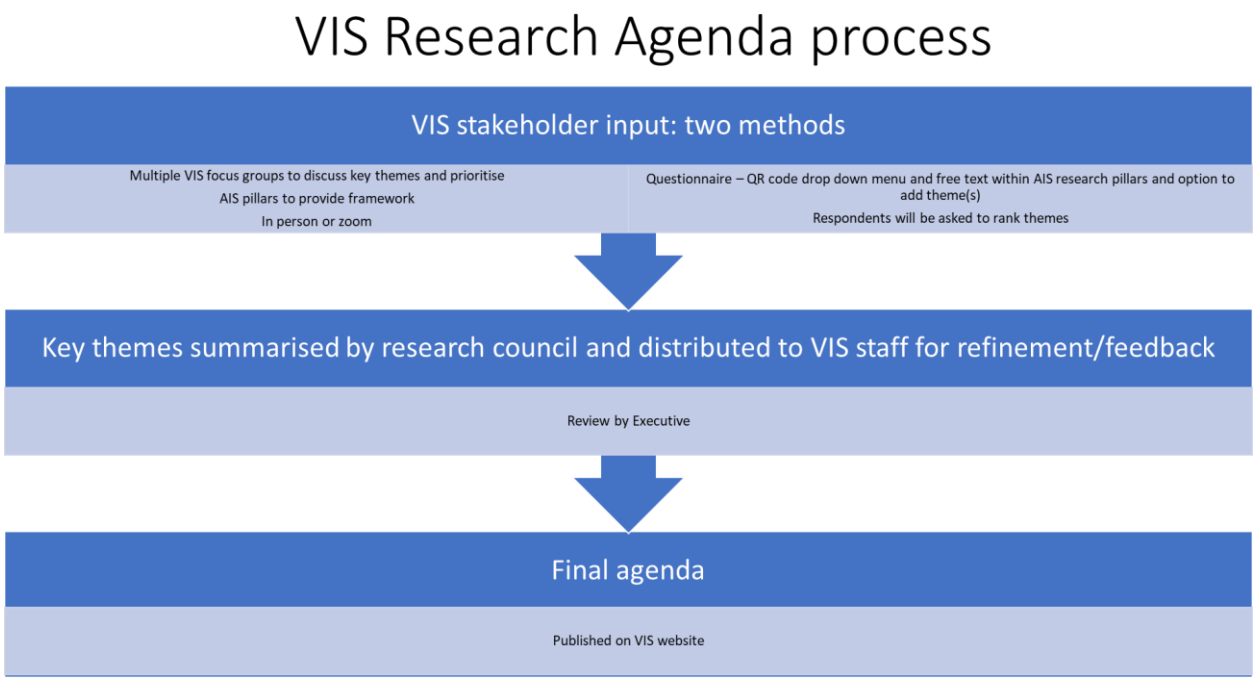


Figure 1. Outline of research agenda process

Research Priority Review

The first iteration of the research agenda will be reviewed after two years. Following this, consideration will be given for the length of time of future review periods and take into consideration; new summer and winter sports, advances in technology and changes to sport needs and priorities etc. The process for review will include feedback of what worked and what didn't, the number of projects that achieved their aim including implementation plan and will be conducted by a core group outside of the research council and may include people external to VIS. See Appendix 8: Research Priorities 2023-25.

Resources to Assist with Setting the Research Agenda

Resources (Acknowledgment Dr Paolo Menaspà)

Science and Research Priorities | Department of Industry, Science, Energy and Resources

Reporting guideline for priority setting of health research (REPRISE) | BMC Medical Research Methodology | Full Text (biomedcentral.com)

Setting Research Priorities: A Guide - Population health research and evaluation (nsw.gov.au)

5. VIS Research Conditions

Athlete/Staff Recruitment

Recruitment of VIS athletes or staff for research needs to be clearly outlined in the Research or Research Support application. Details should include how you intend to recruit, and what are the expectations of VIS. Recruitment methods should be agreed upon and outlined in the approval letter, Research Agreement and included in ethics applications.

The Research Council can assist with the following recruitment methods: QR codes displayed on VIS TVs or posters in athlete frequented areas, VIS Inside the Institute newsletter, AMS message, email from Research Council (to staff only). Program/discipline emails or Teams post direct to athletes only possible in studies where coach and program have been part of the development i.e. a coach driven question.

Please note: Social media is not an acceptable avenue for recruitment and personal email addresses will not be shared with external parties. All data and personal information collected during the recruitment process must be managed in accordance with the VIS Privacy Policy, VIS Information Security Policy and the 'Privacy and Data Management' section below.

Facility Use and Supervision

A VIS staff member must be present during facility use. There must be a minimum of 2 supervisors present during data collection in accordance with OHS regulations (this may include one researcher and one VIS staff member). All non-VIS attendees must sign a waiver prior to facility entry and must undergo OHS induction if operating equipment.

Facility bookings for research must be coordinated through the Research Council (research@vis.org.au). Calendar bookings should be clearly labelled 'RESEARCH' followed by the study name and primary contact in the booking title e.g. RESEARCH: University Research Title – Name of primary researcher. Contact information for the primary researcher should be included in the booking notes.

Health/Medical Screening

Research may include health-related screening or the collection of samples (eg. FBC bloods) or imaging which could be medically relevant and require the input of a Doctor for communication and interpretation.

Details are to be provided to the Research Council of the tests, including process of collection and who is responsible for data assessment, dissemination and recording in AMS (These may be different people depending on who has access to AMS, who is project lead etc.). Where relevant, the VIS Program doctor or a nominated VIS doctor is assigned to the project for adverse findings for VIS scholarship holders.

See Appendix 9: Health/Medical Screening for Research Procedure.

Reporting

VIS Project Lead must complete Progress Reports (Teams Form) to update milestone progress, as well as an Outcome Report upon completion of the study. These reports will be visible on the Progress Report tab on the VIS Research Dashboard. Any associated reports, transcripts or publications must be reviewed by the Research Council before submission or publication and will be stored in the project file on Teams.

Research Agreements

Any research activities taking place at VIS must have a signed Agreement in place prior to commencement (at least 4 weeks prior to data collection) between the VIS and the University. Approval letters may be signed by a member of the Research Council, while only the VIS CEO is authorised to sign Research Agreements on behalf of VIS.

Supplements

Any research involving the use of supplements must abide by the VIS Supplement Policy. Specifically, this requires Informed Sport or Hasta batch testing of the batches planned to be provided to VIS athletes. A copy of the batch testing certificates should be provided to VIS Research Council as well as all athletes involved.

The following information will also need to be provided to the Research Council for consideration:

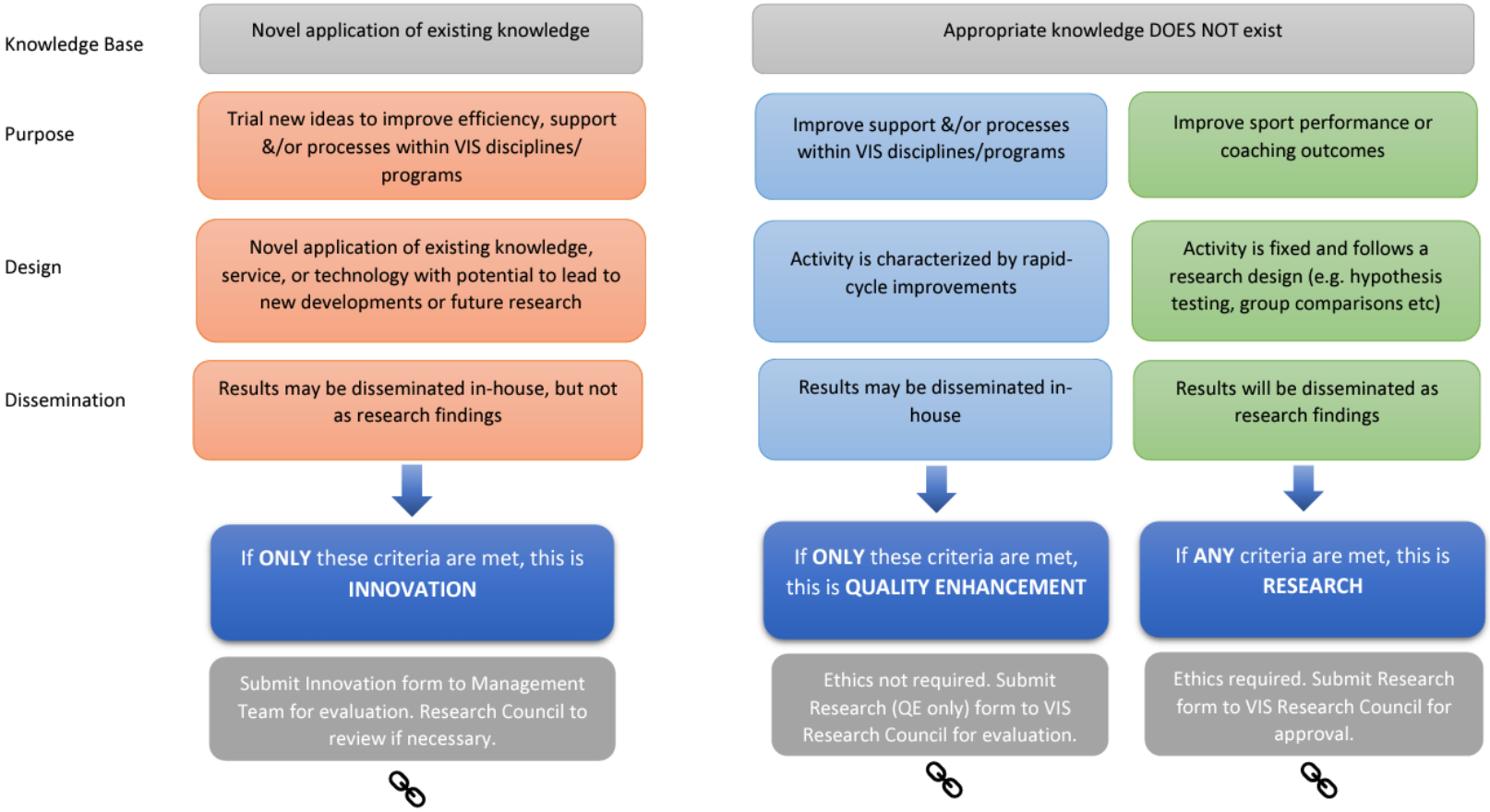
- What is the dosing protocol and how is compliance monitored?
- Will there be dietary advice provided, and if so, is it standardised?
- Any related blood test results and treatment should follow the health/medical screening condition below.
- All research personnel to supply VIS Research Council with a copy of up-to-date Sport Integrity Australia (SIA) Annual Compliance Module: ASADA Anti-Doping Fundamentals certificate.

Privacy and Data Management

Any individual or group conducting any activity which falls under this policy, including research QA and evaluation, must:

- consider whether the people involved, including participants and staff, will be exposed to any risk, burden, inconvenience or possible breach of their privacy and must comply with the VIS Privacy Policy, which includes ensuring that health information is de-identified;
- consider the following factors and any other relevant factors when determining whether the people involved will be exposed to a privacy risk or breach:
    - is the data or personal information de-identified;
    - how is the personal information stored? Will there be changes to the storage system during the activity? Are all storage systems appropriate for the personal information in question;
    - does the individual or group have permission to access the personal information; and
- take all reasonable steps to limit any risk that arises when using personal information;
- manage, store and use personal information and data in accordance with the *Privacy Act 1988* (Cth) and the Australian Privacy Principles;
- report any potential or actual breach of privacy or data to the VIS via the following email address: research@vis.org.au and the relevant university as soon as possible after the breach or potential breach has occurred or been discovered;
- assist the relevant authority with any investigation into potential or actual data or privacy breaches; and
- comply with all requirements and agreed processes outlined in the Ethics Committee Submission Form once it has been approved.

Project Classification Matrix



** This matrix is to be used as a guide on which funding to apply for. It is acknowledged that some proposals could be categorised in one or more ways, or the scope may shift as a project progresses.*

Adapted from Carter E.J. et al. Differentiating research and quality improvement activities: A scoping review and implications for clinical scholarship. 2020 J Clin Nursing. DOI: 10.1111/jocn.15668

Appendices

Appendix 1: Project Classification Matrix

Appendix 2: Classification & Process for Research Requests (Applicants)

Classification: Appropriate knowledge DOES NOT exist.

Design: Research is divided into two categories

- ***Quality Enhancement***
  - Does not require ethics due to study design (i.e., a systematic review)
  - Activity is characterized by rapid-cycle improvements
  - Projects undertaken within usual operational models and day-to-day processes
  - Results may be disseminated in-house
  - Examples: Request for a research assistant to data mine AMS data
    - Review of testing protocols
    - Validation study for new piece of equipment

- ***Research Project***
  - External ethics is required
  - Activity is fixed & follows a research design (e.g. hypothesis testing, group comparisons etc)
  - Includes projects where VIS staff are driving or involved with research where data are collected, and athletes need to be aware of and sign informed consent
  - Includes projects where external researchers are requesting data or access to athletes and the use of retrospective data
  - Results will be disseminated as research findings. Data may be intended to be published
  - Examples: Burning questions you need answered
    - What are the key tactical variables impacting on netball performance?
    - What is the influence of training load on markers of fatigue in sailors?

Process: Discuss your research idea with the Program Coach/Manager and GMHP to develop a proposal. The Research Council are also available to assist with developing incomplete ideas into research proposals.

Submit your Research Proposal via the Teams Form: Research Proposal Application

You will need to provide the following in your application:
Quality Enhancement – a brief description of the project, anticipated benefits and practical outcomes, required resource contributions and funding, and a proposed timeline.
Research Proposal – a brief description, rationale, research aims and method, ethical considerations, anticipated benefits and practical outcomes, required resource contributions and funding, and a proposed timeline.

Outcome: Assessment of proposals will be based on alignment with the Research Agenda, program/NSO support, collaborative/partner interest and available funding.
Applications for Research Proposals will be reviewed by the Research Council, external reviewers (if necessary) and Executive Team. Applications for Quality Enhancement will be reviewed by the Research Council and relevant Management Team. You will be notified of the outcome of your application by the Research Council and, if successful, informed of the next steps.

Reporting: Project lead will be required to report on progress and outcomes which will then be reported to the Management Team, Performance Committee and Board. Research Outcomes will be stored in the VIS Repository and may also be promoted on VIS social media &/or website.

- Progress reports required every 3-6 months until project completion (template provided).
- Outcome Report required at completion of the project (template provided).
- VIS Research Council must review all submissions prior to publication.

Appendix 3: VIS Research Proposal Form

Project Title:

VIS Lead:

Research Team Members: Name, institution and email address of each research team member.

Have you liaised with relevant sport or personnel?

VIS personnel: Head Coach/GMHP (if sport-specific), discipline Manager (if theme based).
System personnel: National Performance Support Network Leads, AIS Project Leads (e.g., Rachel Harris if FPHI, Peta Maloney if Recovery/Sleep/Travel etc), other NSO and NIN practitioners.

☐ **Yes**

☐ **No**

If yes, who?

Brief Description of the Project: 200 words max

Research Rationale: Why does this project need to be undertaken? Detail the background literature and use this to justify the study. How does this research align with the VIS Research Priorities? 500 words max

Who is the population of interest? Sport/age/gender/experience/able body/Para etc.

Research Type: (please select one)

☐ **Quality Enhancement**

- *Does not require ethics due to study design (i.e., a systematic review)*
- *Projects undertaken within usual operational models and day- to- day processes*

☐ **Research Project**

- External ethics is required
- Includes projects where VIS staff are driving or involved with research where data are collected and athletes need to be aware of and sign informed consent
- Includes projects where external researchers are requesting data or access to athletes and the use of retrospective data
- Data may be intended to be published

Research Aims: State the specific aims of the project in bullet points.

-
-

Method: Please outline your research methods here, including sample size, experimental overview and design, statistical analysis. How will the results be disseminated? 500 words max.

Ethical Considerations: Outline any potential ethical issues that could be associated with the project and where (organisation) ethics approval will be sought.

Do you already have ethics approval? Yes/No.

Anticipated Benefits and Practical Outcomes: Identify the intended outcomes of the project and how these will be translated into applied practice. This may include things like gaining performance support team, as well as how results will be translated into the daily training &/or competition environment. Does this research have any immediate &/or direct and measurable benefits to VIS athletes/coaches? Please describe.

VIS Commitment and Impact: Define how invasive this project will be. Are VIS athletes required as participants? How do you intend to recruit participants? What will the participants be required to do? Outline the expected commitment from VIS personnel (athletes, coaches and staff), include investment of time, travel, and any potential disruption to regular training/work.

Resources, Contributions and Funding
Outline resource and funding contributions from the VIS and University or other project partners. Include items such as staff time, facillity use, equipment, consumables, administration, travel, dissemination.

Please provide: Item – Description - $AUD Cash or In-kind – party contributing

Total Project Budget $AUD

*Requests for VIS Funding >$15k require matched funding from partner organisation.

Proposed Timeline:

- **Commencement Date** DD/MM/YYYY
- **How long will the study run?** _____Weeks _____Months _____Years
- **Estimated Timeline of significant milestones:** Outline expected milestone dates eg .data collection periods, submission dates. Must include presentation of research findings to VIS staff.
    -
    -

***Additional questions for Research Support requests:**

Benefit to VIS: Does this research have any immediate &/or direct and measurable benefits to VIS athletes/coaches? Please identify the intended outcomes of the project and how these will be translated into applied practice e.g. daily training &/or competition environment.

Process for reporting back to VIS and disseminating findings: Outline your process for reporting and disseminating findings to VIS. Include estimated timeline.

Appendix 4: Process for Reviewing Research Requests (Research Council)

- Research proposal review – all RC, with particular emphasis from topic expert
- Discuss at Research Council meeting
    - Recruitment methods – note that VIS will not use social media to recruit athletes. CAMS have specified that the target audience for VIS socials is the general public, not the athlete population. Accepted methods include AMS, QR and coach/HP team email.
    - AMS or other notification to opt in or out of that study (who are they targeting)
    - Identify if commercial or IP issue
    - Consider athlete input
- Review with Coach Development Lead and potentially relevant coach / input and NSO
    - Coach involvement and communication –research might impact their athletes and NSO
- Decision made by RC or external consultancy (majority vote) and sent to executive if over $5K
- Communicate outcome to applicant
    - Formal letter of approval and requirements if Research Project
      VIS RC Resources & templates > Templates > Formal approval letterhead template
    - Email confirming commitment if Research Support
- Promote - RC approved email, TV in gym/athlete lounge, VIS newsletter
- Ethics approved & summary update
- Progress reports (Teams form)
- Outcome report (Teams form) and presentation of findings to VIS (mandatory for Research project; optional for research support)

Appendix 5: Checklist for reviewing Research Support for dissemination

- Reputable organization? Y/N
- Safe? Y/N
- Anti-doping safe? Y/N
- Does the research fit the VIS Research Agenda? Y/N
- Consideration of burden:
    - Will it impact current training?
    - Consideration of benefit?
    - Research/survey fatigue on subject group?
- Outcome: Approved: Happy to forward on/provide additional support for participation
  Declined: Do not forward

Appendix 6: Outline of Grant Schedule

- **Research**
  - Up to two grant rounds per year:
    - *March 1 to March 30 approx*
    - *November 1 to November 30 approx*
  - Anything over $10K needs to be matched (i.e. joint funding of PhD)
- **Quality enhancement**
  - Considered year-round, under 10K small idea, internal only.

Appendix 7: Expression of interest for VIS Research Council

We now welcome Expressions of Interest to be part of the Victorian Institute of Sport Research Council. The objectives of the council are to:

1. Set a strategic research agenda working closely with the VIS research steering committee and stakeholders.
2. Refine, and develop where necessary, resources to evaluate applications and ongoing project status updates.
3. Review, provide feedback, approve research involving VIS athletes and staff (including where necessary identifying where external ethics may be required, and guide to existing resources).
4. Seek external input (from outside the research council) where required to evaluate applications (for example content expertise, statistics etc).
5. Consider involvement of VIS in projects as an Industry Partner.
6. Award funding to successful applications from VIS research budget.
7. Review and provide feedback around the implementation research plan (where appropriate).
8. Monitor progress of approved projects.
9. Facilitate the maintenance of an up-to-date VIS research repository.
10. Monitor the implementation - support to “tell our VIS story”.

Please submit no more than one page outlining your skills, experience, and key reasons for applying as well as a copy of your CV. This is an unpaid appointment, and we anticipate the time commitment to be approximately one meeting monthly as well as review time of applications in preparation for the meeting (that may vary but expected to be less than two hours per month.) Please discuss your application with your manager prior to completing this EOI. The appointment will be for two years.

Appendix 8: VIS Research Priorities 2023-25

VIS Research 2023-25

Our Research Mission:
To support research that drives high performance outcomes.

The VIS Research Council:
Our objective is to develop VIS research policies and resources, provide guidance on proposals, award funding, facilitate integration & implementation with sports, and promote projects at the VIS.

Our Commitment:

Dedicated Research & Innovation budget	*Resource Allocation*	*Collaboration*	*Tell our story*
Plant the Seed <$10k; Grow the Tree >$10k	*Project Manager, Research Council & Staff project allocation*	*VIS-driven questions, collaborative approach to outcomes*	*Repository of VIS projects, promoting outcomes*

VIS Research Priorities:
VIS Research aligns itself with the National High Performance Research Agenda. Below are the specific research priority areas that have been identified throughout the organisation. VIS will also place a high priority on research that is innovative, undertaken in Para or Indigenous athletes, and has female lead researchers.
**VIS Research applications require a VIS Lead Researcher to be involved. Proposals should have program &/or discipline support, and NSO support (if applicable).*

The Developing Athlete
Long term athlete development
Adolescent considerations
Skill development

The Holistic Athlete
Holistic profiling & monitoring
Training Individualisation
Psychology, health & wellbeing impact on performance

The Female Athlete
Female athlete performance, training & health
Injury prevention

The Effective Coach
Coach & performance support integration
Communication methods
Leadership & skill development

How to apply:
Complete the VIS Research Grant EOI form, providing a brief project pitch and budget overview. The VIS Research Council will then provide feedback and guidance to assist in preparing Grant submissions, along with the VIS Research Grant Application link. Please check the VIS Website VIS Research Council — Victorian Institute of Sport for the next Research Grant submission dates. Please direct any enquiries to research@vis.org.au.

Appendix 9: Health/Medical Screening for Research Procedure

Incorporate the following question into the Research council deliberations:

> *'Does the research include any health-related screening or the collection of samples (for example but not limited to FBC bloods or imaging), which could be medically relevant and require the input of a Doctor for communication and interpretation?'*

If YES to the above during Research Council review:

1. Details to be provided to the Research Council of the tests, including process of collection and who is responsible for data assessment, dissemination and recording in AMS (These may be different people depending on who has access to AMS, who is project lead etc.).

2. Where relevant – Program doctor or a nominated VIS doctor is assigned to the project for adverse findings for VIS scholarship holders.

VIS Scholarship Holders

3. Data is uploaded to AMS in the relevant form whether an adverse screening is detected or not.

4. VIS nominated doctor notified of new data.

5. VIS Doctor and project lead (Where appropriate) to review data and detect adverse findings.

6. Determination made re: participation in research by VIS doctor (In consultation with athlete if appropriate).

7. Adverse findings communicated to athlete/s by VIS doctor.

Non-VIS Participants

3. Participants to nominate a preferred provider prior to commencing the screening procedures.

4. Screening data should be communicated to their nominated provider, whether an adverse screening is detected or not.

5. Adverse findings to be assessed by the project lead (with medical support/review as required).

6. Determination made re: participation in research by project lead.

7. Detection of adverse findings, not the findings themselves, to be communicated to athletes by project lead. Strong recommendations to be provided to seek appropriate care with their nominated provider.

8. Adverse findings to be discussed with athletes by their nominated provider.