

Clinical and Translational Research Pathway Student and Research Project Mentor Agreement

Instructions for submitting this form:

1. Student review and signature and send to primary research mentor via email
2. Primary research mentor review and signature, if applicable send to secondary project mentor. If secondary project mentor is not applicable, email form to Pathway Administrator (ariclance@uw.edu)
3. Secondary project mentor review and signature (if applicable), and email form to Pathway Administrator (ariclance@uw.edu)

Contact Information:

For questions or assistance please contact:

- Mark Whipple, MD, MS - Pathway Director: mwhipple@uw.edu
- Aric Lane, MPA - Pathway Administrator: ariclance@uw.edu

The goal of the Clinical and Translational Research (CTR) [pathway](#) is to provide an educational experience for UWSOM medical students that teaches the fundamental concepts of designing, conducting and presenting the results of a clinical or translational research project. The CTR pathway consists of a year-long series of elective courses that address these concepts and are centered around a mentored research project that takes place during the summer between Year 1 and Year 2 of medical school. To meet the goals of the CTR pathway, the project needs to be of sufficient scope to allow the student to 1) participate in the design aspects during the two quarters leading up to summer, 2) conduct research activities that result in sufficient data during the summer to, 3) allow for data analysis and presentation of results during the quarter following the summer research activities.

Students will dedicate approximately two months during the summer to full-time research activities under the supervision of the research project mentor. Much of the preparatory and follow-up work will take place in the context of elective courses taught by generalist research faculty. Student assignments will often center around their specific project and may require input from the research project mentor from time to time.

A successful student research experience therefore requires engagement of both the student and research project mentor over the course of approximately one calendar year. (It is understood that bringing a research project to publication status may exceed this time frame, and students may elect to pursue additional dedicated research time towards this goal.)

The CTR pathway summer research project is designed to fulfill the UWSOM [Independent Investigative Inquiry \(III\)](#) requirement as a [Scholarship of Discovery \(SoD\)](#) option. This requires that a mentor hold a UWSOM faculty appointment. If the primary project mentor does not hold a UWSOM faculty appointment, then the student should identify a UWSOM faculty member to serve as a secondary research mentor whose responsibility is to ensure that the project meets the III SoD and CTR pathway requirements.

Student Agreement

As a CTR pathway student I agree to:

- Meet regularly with research project mentor
- Be responsible for meeting all requirements and deadlines set by the project mentor, UWSOM, III program, and CTR pathway
- Complete all assignments and other responsibilities as expected
- Be proactive about communicating and respond in a timely fashion
- Be willing and available to engage in all appropriate aspects of project design, planning and preparation leading up to Summer Quarter
- Commit full-time during Summer Quarter to research activities
- Be engaged in data analysis as appropriate
- Prepare presentations of research results obtained over the Summer Quarter in the form of:
 - A poster for the UWSOM III poster presentation during the following Autumn Quarter
 - A research abstract for submission to the [Western Medical Research Conference \(WMRC\)](#) or other meeting at the research mentor's discretion
 - An oral presentation (if accepted) at WMRC or other meeting at the research mentor's discretion
- Defer to the research project mentor regarding the external presentation and/or submission of results
- Participate in and contribute to research group activities (e.g., lab meetings) as requested
- Conduct myself with professionalism and high ethical standards
- Be receptive to feedback and input
- Ask for assistance when needed

Student signature

Student name

Student email

Date

Primary Research Mentor Agreement

As a CTR pathway research project mentor I agree to:

- Meet regularly with student
 - Provide clear and reasonable expectations and deadlines
 - Be responsible for meeting any requirements or deadlines of the UWSOM, III program, and/or CTR pathway
 - Communicate and respond in a timely fashion
 - Be willing and available to engage with and incorporate student in all appropriate aspects of project design, planning and preparation leading up to Summer Quarter
 - Provide appropriate oversight of student's research activities during Summer Quarter
 - Engage student in data analysis as appropriate
 - Make all efforts to provide student with sufficient results by the end of Summer Quarter to fulfill the UWSOM III requirements for a poster presentation (even if results are only preliminary)
 - Review and provide feedback to assist student with preparing presentations of research results obtained over the Summer Quarter in the form of:
 - A poster for the UWSOM III poster presentation during the following Autumn Quarter
 - A research abstract for submission to the [Western Medical Research Conference \(WMRC\)](#) or other meeting at the research mentor's discretion
 - An oral presentation (if accepted) at WMRC or other meeting at the research mentor's discretion
 - Provide transparency on decisions regarding the external presentation of results, including timing, forum, and authorship
 - Conduct myself with professionalism and high ethical standards
 - Allow and encourage student participation in and contribution to research group activities (e.g., lab meetings) as appropriate
 - Provide honest and helpful feedback and input
- Be responsive to student requests for assistance

Primary research mentor signature

Primary research mentor name

Primary research mentor email

Date

Secondary Research Mentor Agreement

COMPLETE ONLY IF PRIMARY RESEARCH PROJECT MENTOR DOES NOT HOLD A UWSOM FACULTY APPOINTMENT

As a CTR pathway research secondary project mentor I agree to:

- Review the research proposal to ensure that it fulfills the requirements of the III SoD
- Review the research proposal to ensure that it is of appropriate scope to complete during a two-month block of full-time research activities
- Check in with student to ensure that they are receiving sufficient mentorship and making sufficient progress

Secondary research mentor signature

Secondary research mentor name

Secondary research mentor email

Date