

GUIDELINES FOR SUMMER STUDENT RESEARCH PROJECTS

PURPOSE

The summer student research project is intended to provide students with a 3-4 month experience in family medicine research. This should be viewed by students and supervisors alike as a studentship for an educational/research experience.

The research project in which the student is involved should be funded by an external granting agency.

(A) THE PROJECT

The project:

1. should be funded by a granting agency (peer-reviewed study) and be of direct relevance to family medicine;
2. can be descriptive, experimental, qualitative or anthropological in method, but should meet the stringent requirements of whichever methodology is chosen;
3. should be able to be completed in 3-4 months duration;
4. may be conducted in the office, hospital, patient's home or community, in urban or rural location;
5. may involve members of the primary care team other than the physician or involve community agencies which are directly related to family medicine.

(B) THE SUPERVISOR

The supervisor:

1. should have a faculty appointment in the Department of Family Medicine;
2. should have experience in research in his/her discipline and preferable some teaching experience also;
3. must submit the project details and the outline of his/her research experience to the Department by December 1st;
4. can sponsor a maximum of 2 summer studentships during a given summer;

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5. should meet with the student on a regular basis throughout the summer so as to provide direction and assistance to the student regarding the progress of the project. A supervisor who is planning to be away for any substantial period during the summer is required to name a co-supervisor who will be responsible for the student's supervision in his/her absence.
6. should allow time for the student to experience other aspects of family medicine during the summer, for example, assisting in the office or hospital rounds, mixing with the office team to appreciate their roles, etc.
7. could consider hospitality beyond a warm welcome in the office. Students really appreciate insights into a family physician's lifestyle in town or country.
8. will ensure that the student completes the following products of their summer, even if the project is not completed (some assistance is usually required);
 - a) an abstract for submission for the faculty office for Students' Research Day;
 - b) a written report of the project for the Department of Family Medicine;
 - c) an evaluation of the experience for our learning and for the benefit of students to follow; and
 - d) an oral presentation at the departmental wrap-up session in the fall.
9. should keep the Department of Family Medicine informed of progress in engaging a student particularly when agreement is reached. This assists us in placing students and avoids you getting more applicants after you have agreed one.
10. Should inform us of the proposed student to be engaged. Some students do not reach the standard for attracting Heritage funding. We may be able to arrange alternative funding or advise you to reconsider the student you are thinking of engaging.
11. The supervisor may not wish to engage the first student to apply but should not keep two or three students in suspense who could be applying to other supervisors.

(C) THE STUDENT

The student:

1. must be prepared to participate in the project on a full-time basis, and to agree not to change supervisor during the studentship;
2. should have a real interest in a career in family medicine. An added demonstrable interest in research is helpful when competition is strong;
3. should contact both the Department Research Office and the project supervisor when applying for a particular studentship. This will enable us to avoid any problems with double-booking;

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4. should provide the Department Research Office with an up-to-date curriculum vitae/resume and transcripts. Letters of reference will be required'
5. must attend the principal research site regularly/full-time during the summer period, at the direction of the supervisor;
6. will, as part of the studentship, agree to complete the following at the end of the summer:
 - a) an abstract for submission to the faculty office for Students' Research Day;
 - b) a written report of the project for the Department of Family Medicine;
 - c) an evaluation of the experience for our learning and for the benefit of students to follow;
 - d) an oral presentation at the departmental wrap-up session in the fall.
7. is entitled to 5 working days of vacation for 12 weeks of employment, and should arrange vacation time with the supervisor;
8. should at all times conduct himself or herself in a manner that befits a member of the medical profession. Such conduct should not damage the project, the supervisor or his practice, the Department, or the University. Family medicine researchers have done a great deal of work preparing the ground with subjects or persons associated with their research. This can be irreparably damaged and future studies in the same environment prohibited by irresponsible behaviour, particularly in the area of confidentiality. Should a supervisor have a problem in this area, he or she may need to end the student's engagement.

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APPROVED AT THE FEBRUARY 24, 1994 GFT BUSINESS MEETING.