



The Royal College of Radiologists

RCR Research Certificate: Guidance for Applicants

1 Introduction

The Royal College of Radiologists' Research Certificate scheme has been introduced to allow clinical radiologists interested in research the opportunity to engage in research activities and receive acknowledgement for the research experience gained.

2 Objectives

The aims of establishing the RCR Research Certificate are:

- to recognise commitment to research beyond the requirements of the training curriculum;
- to promote research among non-academic, NHS radiologists;
- to allow radiologists who may wish to take up teaching hospital posts the opportunity to demonstrate their commitment to and understanding of research.

3 Approach

No specific teaching will be offered for the Certificate.

A set of minimum criteria has been established, including attendance at meetings, participation in learning opportunities; undertaking research and presenting/publishing results.

Participants will be required to gather evidence to show how they have met these criteria.

4 Criteria

4.1 Base Requirements

The training curriculum includes relevant topics which all trainees are required to cover and it is assumed that these will be completed and will provide a base for the more extensive requirements for the Certificate.

4.2 Certificate Requirements

These requirements are above and beyond the curriculum content. Applicants must present evidence of activity **in each category** to be eligible for a Research Certificate.

1	Good Clinical Practice	A copy of a current GCP Certificate must be submitted with the application.
2	Ethical Approval	Evidence of participation in an IRAS application for a full study. This should include the IRAS number and date, together with details of applicant's role in the preparation of the IRAS application. (<i>Applications for amendments to existing studies are not sufficient as evidence</i>)
3	Research Meetings	Attendance at a total of 40 hours of relevant meetings,

		<p>which might include: departmental, local or national research meetings; journal clubs; conference scientific sessions with a significant scientific/research component; key note research lectures.</p> <p>A list of relevant meetings with dates and locations, indicating the number of hours for each meeting, along with certificates of attendance/CPD certificates should be submitted.</p>
4	RCR Research Day	<p>Attendance at at least one of these meetings (which can also be included in the 40 hour total above).</p> <p>A certificate of attendance should be submitted.</p>
5	Research Presentations	<p>Present as first author for two different presentations at national or international scientific meetings (e.g. RCR ASM, SRS, UKRC, ECR, RSNA).</p> <p>Certificate of presentations/ Formal abstracts should be submitted, together with dates and details of where they were presented. Poster presentations are accepted.</p>
6	Research Publications	<p>One peer reviewed manuscript of original research accepted for publication (not necessarily as first author) OR a high quality systematic review presented as evidence of publication.</p> <p>The publication should be submitted.</p>
7	Peer Review	<p>Evidence of undertaking two peer reviews for Clinical Radiology or other radiology or general journal, supported by an experienced reviewer.</p> <hr/> <p>Correspondence from journal publishers confirming completion of the reviews should be submitted.</p>
8	Research Project	<p>Undertake a short research project, including formulating the research question and designing the project. It is expected that this project will form the basis for the publication and/or presentations included above.</p> <p>Details of the project and its methodology should be submitted as evidence. The applicant must be the Lead Researcher/Lead student in the project.</p>
9	Statistics	<p>Evidence of attendance at a short statistics course or completion of relevant e-learning (e.g. the Royal College of Anaesthetists' e-learning course: http://www.e-lfh.org.uk/projects/anaesthesia).</p> <p>Certificate of attendance/ completion should be submitted. For generic courses, please provide specific information to demonstrate completion of a module on statistics.</p>
10	Funding Sources	<p>Evidence of having submitted application for funding for research (does not have to be a successful</p>

		<p>application).</p> <p>A copy of the application, including information on the applicant's role in completing it, should be submitted.</p>
--	--	----------------------------------------------------------------------------------------------------------------------------------------------------

5 Operation and Administration

5.1 Eligibility

The Research Certificate Scheme is open to trainees in non-ACF posts and should be completed within 6 months of CCT. It will be open to consultants and others on a case by case basis.

5.2 Signing Up for the Scheme

Applicants may sign up for the Research Certificate Scheme by emailing research@rcr.ac.uk to register their interest. The email must include the applicant's name, hospital or training scheme, training year, and contact details.

Applicants can sign up at any time.

5.3 Gathering Evidence

Applicants should accurately fill in the Research Certificate template document located on the [RCR website](#) to list what evidence they have completed and this should be the cover page for each application. Candidates should indicate when a category is complete and the initial progress review by the assessors will first occur when 5 categories are completed. Evidence of all categories should have been performed or attained while the applicant was/is a radiology trainee or consultant. Details for each point of evidence should be submitted as part of their submission. The evidence should be clearly labelled with the name and number of each category of evidence as listed under point 4.2 of this document 'Certificate Requirements'. Evidence should be in the form of electronic documents (e.g. Word or PDF files); scans of letters, papers, certificates etc; copies of e-mails.

Evidence used for the Certificate could also be used by trainees to demonstrate achievement of curriculum competencies.

5.4 Support and Guidance

If a participant on the scheme has difficulty in meeting all of the criteria and is in need of guidance or support, they will have the opportunity to request this through the College by emailing research@rcr.ac.uk.

5.5 Review of Evidence

Participants are asked to submit their application for the Research Certificate to research@rcr.ac.uk. Each application will be reviewed independently by two RCR reviewers to confirm that the Certificate requirements have been met, or to identify any areas for improvement.

Please ensure your evidence is sent in as outlined in point 5.3

The College shall hold and process all personal data received by it in connection with the Fellowship in accordance with the The General Data Protection Regulation 2018 (and any applicable amendment or replacement legislation).

6 Completion

Once all criteria have been submitted and the application has been assessed and approved, the participant will be sent their Research Certificate.