

UK Medical Education Database Research Subgroup

Terms of reference – to be confirmed

1. The UKMED Research sub-group will support the UKMED Advisory Board by providing expert academic support.
2. This group will be expected to undertake the following tasks:
 - a** Keep under review the process and the form to be used by researchers applying for access to data and capture lessons learnt after each application round.
 - b** Recommend and advertise the submission dates for research proposals to be considered for approval by the Advisory Board.
 - c** Assess submissions using the published criteria only and make an overall recommendation on the quality of each research proposal. The assessment will be submitted to the UKMED Advisory Board.
 - d** Encourage collaboration and engagement between researchers with similar proposals.
 - e** Review draft research findings and provide advice to the UKMED Advisory Board on the extent to which the research has met the aims outlined in the proposal and the analysis has used the data appropriately.
 - f** Alert the UKMED Advisory Board if opportunities for funding UKMED research arise.
 - g** Promote the research opportunities that UKMED offers.
3. On the basis of research applications, to identify any gaps in the UKMED datasets that impede our understanding of medical education pathways and assessment hurdles.

Membership

4. The UKMED Advisory Board will nominate a chair for the research sub-group. This person will be a member of the UKMED Advisory Board and convey the sub-group's assessments and advice to the Board.

5. The chair of the research sub-group will update the chair of the UKMED Advisory Board following sub-group's meetings.
6. The group will seek out appropriate expertise to discharge its duties, this is likely to include:
 - h** Statistical / psychometric expertise
 - i** Qualitative research expertise
 - j** Undergraduate educationalist
 - k** Postgraduate educationalist
 - l** Other relevant expertise as required (e.g. data protection, NHS workforce)
7. Data contributors will be invited to provide data expertise and the specific context to the Research sub-group's meetings on a per-project basis. The nominated member does not need to be the same person as representing the data contributor on the UKMED Advisory Board
8. Membership of the research sub-group will be reviewed at regular intervals (and at least once every three years) by the UKMED Advisory Board.