

BC Children's Hospital Research Institute (BCCHR) Membership General Guidelines

BC Children's Hospital Research Institute (BCCHR) welcomes all those on the Oak Street Campus who are either connected to research in their work or training, or who are interested in research and would like to engage with the BC Children's Hospital research community. These guidelines describe the various categories of membership at BCCHR, along with the eligibility criteria, expectations, responsibilities and benefits for each category.

Types of BCCHR Memberships:

- A. Investigator (Investigator, Affiliate Investigator, Investigator Emeritus/a)
- B. Trainee
- C. Research Community Member

A. Investigator

I. Investigator:

The Investigator category includes researchers who are leading or co-leading a research program at BC Children's & Women's Health Centre or Sunny Hill Health Centre on the Oak Street Campus.

Eligibility Criteria:

- Leads or co-leads a research program at BC Children's & Women's Health Centre or Sunny Hill Health Centre.
- Holds a hospital appointment and/or university faculty appointment (Grant-, Partner-, Tenure-Track or Tenured).
- Has an [ORCID iD](#).
- Aligned with one of the four Research Themes at BCCHR:
 - **Brain, Behaviour & Development**
 - **Childhood Diseases**
 - **Evidence to Innovation**
 - **Healthy Starts**
- Scholarly output of at least one publication in the last three years (or adjusted for periods of leave).
- Support from the Theme Director and the Senior Executive Director, Research, BC Children's Hospital for membership application.

Responsibilities:

- Directs and develops a productive and independent research program that is competitive at the international level.
- Obtains and maintains national/international peer-reviewed funding as an Investigator as appropriate to their research program.
- Supervises, trains, and mentors research institute-based research trainees (Graduate Students/ Postdoctoral Fellows/Clinical Residents or Fellows).
- Fiscally responsible for the support of their academic activities, including procurement of salary/stipend for technical & academic member(s) of their team (achieved through grant applications to internal and external sources or available alternative sources).
- Participates in chosen Theme's activities (strategic planning meetings/retreats, trainee seminars, etc.).
- Actively participates in BCCHR's collective activities (ie. committees, mentoring groups, seminars, trainee programs, etc.).
- Adheres to BC Children's Hospital, PHSA, university and hospital policies governing the conduct of research and professional practice.
- Responds to BCCHR's requests for information (space, funding, personnel, etc.) relevant to the institute's accountability and reporting needs.
- Acknowledges/identifies BC Children's Hospital affiliation in grants, publications, presentations, media, etc.

Benefits/Research Institute Commitments:

Key benefits related to the resources, programs and services for a BCCHR Investigator include the following:

- Eligible to apply for or hold award(s) from the Investigator Grant Award Program (IGAP). Members with an IGAP Award will be subject to reviews as specified in the IGAP Award Terms and Conditions. *An Investigator whose primary affiliation is with another research institute is not eligible.*
- Eligible for start-up funds for new recruitments, as per negotiations at time of appointment. *An Investigator who has a shared membership is not eligible.*
- Allocated research/office space commensurate with space allocation policies and the needs of the Investigator's research program, as per university and hospital agreements.
- Investigator's trainees are eligible to apply for all BCCHR Trainee Awards Programs.
- Investigator's trainees are eligible to participate in the Research Education Office curriculum, which includes workshops, seminar series, training opportunities, etc.
- Access to BCCHR services (Research Services, Finance, Facilities, Human Resources, Information Technology, Operations, Communications, Research Technology & Development Office, Clinical Research Support Unit, Research Education, etc.).
- If requested, BCCHR will participate and contribute to the Investigator's academic departmental review.
- BCCHR will work with the academic department to ensure an appropriate mentor is available to assist junior Scientists in the development of their research careers.

II. Affiliate Investigator

The Affiliate Investigator category includes individuals who hold primary appointments at other research institutes, universities/campuses, hospitals and/or agencies, and who are actively engaged in a Theme's research program at BCCHR. Such appointments are rare and are granted only if they are considered important to the success of a Theme's research program (ie. more strategic than a collaborative research program with 1 - 2 Investigators). They must have obtained the respective Theme Director's endorsement. An Affiliate Investigator membership is valid for a 1-year period only and must be renewed annually. A justification for renewal, as well as endorsement from Theme Director, must also be obtained.

Eligibility Criteria:

- Significant engagement in a research program that is closely allied with a Theme. Such alignment may include the development or implementation of large-scale research projects.
- Former Investigators who have moved to positions at other locations may hold Affiliate Investigator status until their research program on the Oak Street Campus concludes (ie. trainees graduated, funding closed).
- Endorsement from the Theme Director and support from the Senior Executive Director, Research, BC Children's Hospital for membership application.

Responsibilities:

- Actively participates in a Theme within BCCHR.
- Adheres to BCCHR, PHSA, university and hospital policies governing the conduct of research and professional practice.

Benefits/Research Institute Commitments:

Since this is a courtesy designation, BCCHR is not responsible for providing any direct or indirect infrastructure support. Key benefits related to resources, programs and services include the following:

- Individuals in this category are welcome to participate in academic activities (ie. seminars).
- Trainees of Affiliate Investigators (including summer students) working at BCCHR may participate in Research Education activities.
- Limited access to BCCHR administrative services.
- In exceptional circumstances, space (if available) may be allocated to members in this category.
- May co-direct BCCHR research funds with a BCCHR Investigator.
- May co-supervise a BCCHR summer student with a BCCHR Investigator.

III. Investigator Emeritus/Emerita

This category includes former Investigators who wish to maintain a connection with BC Children's Hospital Research Institute in their retirement. Retired researchers who still lead an active research program may elect to remain as a full Investigator, or be listed as an Investigator Emeritus/Emerita.

For further information on the benefits and resources available to BCCHR Investigators, Affiliate Investigators, Investigators Emeritus/a and Research Community Members, please contact Research Services (resinfo@bcchr.ca) or refer to the "[BCCHR Services Document](#)".

B. Trainees

This category includes graduate students, postdoctoral fellows, or other clinical trainees who are present in part or entirely on the Oak Street Campus, and who are participating in a program of training or skill development within the hospitals or in conjunction with an institution of higher education. Trainees automatically become BCCHR members through the “Onboarding” process upon arrival.

Eligibility Criteria:

- Primarily supervised by a BCCHR Investigator.

Benefits/Research Institute Commitments:

- Eligible for research funding: salary awards, travel awards, sponsorships and indicated seed grants.
 - Eligible to participate in the Research Education Office curriculum which includes workshops, seminar series, training opportunities, etc.
 - Eligible for program support including access to the Research Education Office, Research & Technology Development Office, Clinical Research Support Unit, Clinical Research Professional Development Program and the Faculty of Medicine Post-Doc Professional Development Team.
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C. Research Community Member

This category includes all individuals (who are not Investigators or Trainees) connected to research, or wish to be connected with the BCCHR Research Community. This category consists of research staff (lab managers, technicians, research assistants), healthcare professionals, administrators, administrative staff, visiting researchers, volunteers, etc. Individuals may become a Research Community Member by creating a profile and registering in the [BCCHR Research Community Member Directory](#).

Eligibility Criteria:

- Connected to research or have an interest in research on the Oak Street Campus.

Benefits/Research Institute Commitments:

- Eligible to receive BCCHR newsletters with the latest research news and events.
- Eligible to attend special research events and activities (workshops, seminar series, etc.).
- Access to the internal ResearchHub Intranet: hub.bcchr.ca.