Research Governance and Integrity Policy

University College of Osteopathy

	Core Documentation Cover Page				
	Research Governance and Integrity Policy				
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V1.0	March 2017 Academic Council	To enhance research governance and adherence to the Research Integrity Concordat	Research Administrator & Deputy Vice-Chancellor (Research)	J:\0 Quality Team - Core Documentation Intranet	March 2019
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Equality Impact					
Positive equality impact (i.e. the policy/procedure/guideline significantly reduces inequalities)					
Neutral equality impact (i.e. no significant effect)					x
Negative equality impact (i.e. increasing inequalities)					

If you have any feedback or suggestions for enhancing this policy, please email your comments to: quality@uco.ac.uk

RESEARCH GOVERNANCE AND INTEGRITY POLICY

CONTENTS

1. SCOPE

1.1 This policy is written to inform all Researchers involved in conducting research at the University College of Osteopathy (UCO) of the policies and procedures involved in carrying out research. This document addresses the issues involved in the proper conduct of research, and provides guidance on the standards expected. It contains sections on the roles and responsibilities of all Researchers at the UCO, the Research Ethics and sources of research funding. It outlines the principles of good research practice.

1.2 The UCO views research governance and integrity related policies as a method to help researchers conduct better research. This is seen in conjunction with our ethical review procedures as a way to work positively with researchers and to ensure that participants are informed in a positive way so that they can engage safely with research activities. Our aim is to ensure quality and integrity in the planning, conduct and management of research, in reporting and disseminating the results, and in the delivery and reporting of research impact. Due to this, the UCO has a responsibility to ensure that all research carried out under its auspices is conducted to the highest possible standard, in accordance with the law and public interest. This means that all researchers, including academics, research staff, honorary post holders, undergraduate and postgraduate students and anyone else carrying out or supporting research under the UCO's auspices, are obliged to maintain the highest of integrity in all aspects of research and follow the principles of good research practice.

1.3 This policy is written to inform all Researchers involved in conducting research at the UCO of the policies and procedures involved in carrying out research. This document addresses the issues involved in the proper conduct of research, and provides guidance on the standards expected. This cannot, however, be an exhaustive document and the Code of Conduct and Integrity in Research is to be viewed as the minimum standard with which UCO staff and research students should comply. The lack of mention in this code of a particular act or omission should not be taken as conclusive on any question of professional conduct, should an enquiry arise.

1.4 Our research governance and integrity policy is aligned with the terms of reference of the UCO's Research Ethics Committee and guidance for applicants, Research Misconduct Policy, Data Protection Policy for Staff, Code of Conduct Policy for Staff, Public Interest Disclosure (Whistle blowing) Policy, Academic Discipline Policy and Procedure, Code of Conduct and Disciplinary Procedure for Students, Fitness to Practice and Professional Behaviour Policy, and the Plagiarism Policy. The UCO also supports the Universities UK (UUK) Concordat to Support Research Integrity.

2. DETAILS OF POLICY

2.1 It is the responsibility of all researchers and staff supporting research to conduct their research in accordance with all applicable laws, the principles outlined in Universities UK's Concordat to Support Research Integrity and in compliance with relevant UCO policies. Researchers will also understand and maintain the highest standards of rigour and integrity in their work at all times.

2.2 As part of its commitment to the principles of the Concordat, the UCO will support researchers to maintain the highest standards of integrity in research by:

a) Providing clear policies and procedures, as well as training and guidance to help researchers better understand how to maintain high standards of research integrity.

b) Having suitable mechanisms for reviewing ethical issues raised by research.

c) Using transparent, robust and fair processes to deal with allegations of research misconduct.

d) Defending researchers who live up to high standards in difficult circumstances and any individual who, in good faith, reports research misconduct at the UCO.

e) Continuing to work to strengthen the integrity of its research through regular review and monitoring of its support, policies and procedures.

3. PRINCIPLES OF GOOD RESEARCH PRACTICE

3.1 The UCO cannot be prescriptive about individual approaches taken by researchers to solving particular research questions. However, in the conduct of all research, the UCO expects the following general principles to be complied with.

3.2 The principles below set out the core values that apply to all areas of research:

a) Honesty in all aspects of research, including in the presentation of research goals, intentions and findings; in reporting on research methods and procedures; in gathering data; in using and acknowledging the work of other researchers; and in conveying valid interpretations and making justifiable claims based on research findings.

b) Rigour, in line with prevailing disciplinary norms and standards: in performing research and using appropriate methods, storing data securely and retaining data confidentially for a period of 6 years; in adhering to an agreed protocol where appropriate; in drawing interpretations and conclusions from the research; and in communicating the results.

c) Transparency and open communication in declaring conflicts of interest; in the reporting of research data collection methods; in the analysis and interpretation of data; in making research findings widely available, which includes sharing negative results as appropriate; and in presenting the work to other researchers and to the general public.

d) Care and respect for all participants in and subjects of research, including humans, animals, the environment and cultural objects. Those engaged with research must also show care and respect for the stewardship of research and scholarship for future generations.

e) Accountability to others. Staff and students should recognise that they are accountable to the UCO and the academic community and ultimately to the public. They should ensure that their work adheres to agreements they have made within their ethics approval, with collaborative partners and any agreements with funding organisations. In addition where applicable, researchers must adhere to expectations and requirements of professional and regulatory bodies in their field of research.

4. RESEARCH ETHICS

4.1   Researchers are expected to be aware of and to comply with all relevant ethical and legal standards and frameworks including the standards of research practice as published by the UCO, scientific and learned societies, funding bodies and other relevant professional bodies or stakeholders.

4.2   Research ethics committees are responsible for reviewing ethics applications in order to ensure that adequate consideration has been given to the ethical aspects of a research project, thus reducing the potential for harm and upset to the participants.

4.3   An ethics committee will assess whether the research proposed can be considered ethical, i.e. whether:

a) The research is justified, i.e. whether it is likely to add to the existing knowledge base;

b) It is of sufficient standard – including whether the researchers are qualified to carry out the roles proposed in the research proposal

c) The risk it poses to participants is outweighed by the potential benefits of the research;

d) The research appears to comply with all statutory and other guidance;

e) Data management and handling appears to comply with the relevant legislation

f) Financial arrangements appear sound – it would be unethical to start research that may not be completed because insufficient funds or resources were available.

4.4   All projects conducted by the UCO staff or students that involve human participants in a way that might harm, disturb or upset them or where they can be deemed to be in a vulnerable or disadvantageous situation, must receive approval from a recognised research ethics committee.

4.5   The purpose of obtaining ethical review is to show that researchers have thought about the ethical implications of their research and will conduct their research in an ethical way. Once they have ethical approval they cannot deviate from the procedures approved by the research ethics committee that was approved. If they need to deviate from the protocol, the proposed amendment should be notified to all stakeholders in the project.

5. SOURCES OF RESEARCH FUNDING

5.1   Researchers must consider any ethical implications associated with sources of funding, including potential conflicts of interest or reputational risks for the UCO. If unsure about the acceptability of a funding source, researchers should contact the Deputy Vice-Chancellor (Research) to discuss the matter.

5.2   Sources used for developing the Research Governance and Integrity Policy include:

- Concordat to Support Research Integrity: http://www.universitiesuk.ac.uk/policy-and-analysis/reports/Documents/2012/the-concordat-to-support-research-integrity.pdf

- https://staff.brighton.ac.uk/mac/public_docs/Policies/Policy%20on%20Research%20Integrity.pdf

- http://www.bristol.ac.uk/media-library/sites/red/documents/research-governance/rgi.pdf

- http://www.research-integrity.admin.cam.ac.uk/

- http://www.manchester.ac.uk/research/environment/governance/

- http://www.qub.ac.uk/home/media/Media,599772,en.pdf