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| Division: | Fellowship Engagement | Ref. No. | TOR-3096 |
| Department: | Section of Academic Surgery | | |
| Title: | Clinical Trials Network Australia New Zealand Research Fund | | |

1. PURPOSE AND SCOPE

This policy sets out the terms of reference and governance for the use of funds generated from contributions by private and public person(s) and/or government and commercial entities to the Clinical Trials Network Australia New Zealand (CTANZ).

2. KEYWORDS

Clinical Trials Network Australia (CTANZ), RACS New Key Initiative, trainee led clinical trials/studies/audits, bequests, donations, funding support, Terms of Reference, Governance

3. BODY OF POLICY

3.1. Background

In late 2016, the Section of Academic Surgery (SAS) proposed to RACS Council as a New Key Initiative the establishment of a trainee led ‘Clinical Trials Network of Australia and New Zealand’ (CTANZ) based on the highly successful Clinical Trials Network of the UK model. Surgical trainees working in specialty networks are the principal investigators recruiting patients into multi-centred prospective clinical trials during their training rotation. Trainee networks are supported by appointed Surgical Specialty Leads (SSLs), and in the future it is proposed that they are supported by Surgical Trials Centres with additional expertise in study design and data analysis.

In February 2018 RACS Council approved funding and associated costs for a part time (0.2 FTE) Clinical Director and administrative support for a period of 3 years, with an expectation that additional external funding would be sought.

3.2. Use of the funds

The funds are to be used to support the growth of CTANZ. This may include the following:

- 3.2.1. To support CTANZ Face to Face strategic planning meetings for all specialty network SSLs and trainee leads
- 3.2.2. To support attendance at GRANULE (Generating student recruiters for randomised trials) training courses held in Australia
- 3.2.3. To support trainees to attend courses directly related to their clinical trial/study/audit
- 3.2.4. To provide competitive seed funding for the establishment of new clinical studies proposed by groups/networks
- 3.2.5. Funds provided by granting bodies to support specific clinical trials will need to be held, and used as per granting conditions
- 3.2.6. Provide administration and accounting support for grant or sponsorship monies awarded to individual CTANZ network groups

3.3. Administration and governance of the CTANZ Research Fund

Stewardship and Governance of the CTANZ Research Fund will be the responsibility of: (i) Clinical Director CTANZ; (ii) Surgical Director of Research and Evaluation; (iii) A Surgical Specialty Lead nominated by the CTANZ Working Party, (iv) a trainee representative nominated by the CTANZ Working Party (v) Section of Academic Surgery Committee nominee. A quorum (3 of 5 in agreement) will be required for

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approval of expenditure of monies provided for generic purposes, For day to day expenditure of monies linked to specific grants provided to individual networks or individual specialty groups, approval of expenditure will be given by the Clinical Director CTANZ following a request for expenditure from the specific group which is consistent with 3.3.1 (below). The Clinical Director CTANZ will provide an annual report of these expenditures to the Stewardship and Governance Group.

3.3.1 Expenditure of funds derived from individual Specialist Societies that are held within the CTANZ Research Fund Cost Centre will require majority agreement from their respective trainee executive group regarding the purpose of the expenditure. Written communication to that effect will be provided to the CTANZ Stewardship and Governance members for noting.

3.4 Reporting

- 3.4.1 The funding recipient must provide an annual progress report on the project and at completion to the CTANZ Working Party.
- 3.4.2 The CTANZ Working Party will make available the report to the Section of Academic Surgery ABM
- 3.4.3 Any publications or papers resulting from the funded project must acknowledge the contribution of the College

3.5 Unexpended Funds

- 3.5.1 Any funds not expended will be reinvested. The Stewardship and Governance Group will take advice from RACS Finance.
- 3.5.2 Any unexpended funds derived from individual Specialist Societies will be managed as recommended by their trainee executive group, providing the proposal is consistent with the original terms of donation of the funds.

4. ASSOCIATED DOCUMENTS

CTANZ Terms of Reference

Approver RASC/PDSB
Authoriser Council

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