



Request for Applications (RFA) for the

SAFETY SCIENTIST CAREER DEVELOPMENT AWARD (SSCDA)

Application deadline: May 1, 2017

APSF is soliciting applications for training grants to develop the next generation of patient safety scientists.

APSF will fund one (\$150,000 over 2 years) **Safety Scientist Career Development Award** to the sponsoring institution of a highly promising new safety scientist. Recipients will be notified July 1, 2017, and awards will be scheduled for funding to begin October 1, 2017.

Please contact Warner@apsf.org to request the SSCDA GRANT GUIDELINES AND APPLICATION.



Anesthesia Patient Safety Foundation

Request for Applications (RFA) for the Safety Scientist Career Development Award Program

DEADLINE May 01, 2017 (5 PM PDT)

The Anesthesia Patient Safety Foundation (APSF) is soliciting applications for training grants to develop the next generation of patient safety scientists. APSF intends to fund one Safety Scientist Career Development Award (SSCDA) to the sponsoring institution of a highly promising new patient safety scientist with funding starting October 01, 2017.

The grant has the following key attributes:

- An award up to **\$75,000** per year for a period of 2 years (\$150,000 total) to develop the academic career of a new patient safety investigator.
- A grant mechanism will be used and funds will be awarded to a single institution. The award will be made to a sponsoring institution, not to individuals or to departments. However, should the awardee leave the funded institution, the SSCDA award could be moved to the awardee's new institution contingent on appropriate commitments from the new institution acceptable to the APSF.
- Applications that comply with this RFA will be evaluated by a special SSCDA Subcommittee chosen by the APSF Executive Committee and Scientific Evaluation Committee. Proposals will be assessed for merit based primarily on the likelihood of the Applicant meeting the objectives outlined in the RFA with a particular emphasis on the potential of the Applicant to become a federally funded independent patient safety scientist.
- Proposals that cannot be initiated by October 1, 2017 and be in compliance with the stipulations of this RFA will not be considered.
- Funding will be contingent on acceptable modifications to the proposal based on feedback from the APSF SSCDA Subcommittee as well as appropriate IRB and institutional approvals.
- The initial grant payment (\$75,000) will be made upon initiation of the grant. The second payment (\$75,000) will be made upon receipt of a satisfactory progress report within 12 months of the initiation of the grant

Award Requirements

Applicant Requirements

- Holder of an accredited doctoral level degree (i.e., MD, DO, DNP, PhD, EdD, PsychD) or equivalent.
- A documented interest in and aptitude for a career as a Patient Safety Investigator. Prior authorship of peer-reviewed journal publications relevant to the field would be considered evidence toward this requirement.
- Holder of or eligible for a full-time faculty position in a Department of Anesthesiology (primary appointments only) at an academic institution in North America by the start of the *second* year of the grant award.
- No prior receipt of federal-level peer-reviewed grant or contract funding as a PI or Co-PI with the exception of Early Stage Investigator grants (http://grants.nih.gov/grants/new_investigators/index.htm).

Mentor Requirements

- Commitment to mentor the applicant with a minimum of 5% dedicated effort.
- Prior evidence of successful mentorship of doctoral students, post-doctoral fellows or junior faculty.
- Tangible evidence of substantial experience as a patient safety (or related field) scientist including peer-reviewed extramural funding and peer-reviewed publications.
- Holder of an accredited doctoral level degree (i.e., MD, DO, DNP, PhD, EdD, PsychD).



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- Full-time faculty appointment (preferably tenure track) in an accredited North American academic institution.
- At the time of the award, the mentor must have a faculty appointment in the Applicant's Department of Anesthesiology but this need not be the mentor's primary faculty appointment. NOTE: Special exceptions may be made for this requirement if the mentor has an appointment in a Department of Anesthesiology at an affiliated academic institution – *Contact APSF for further information in this situation.*

Departmental and Institutional Requirements

- Commitment to provide the Applicant with *at least 40%* unencumbered research and non-clinical career development time during the duration of the award.
- Commitment to provide the Mentor with *at least 5%* unencumbered time to mentor the Applicant.
- Unencumbered provision of the facilities and resources required for successful completion of the Applicant's proposed Career Development Plan and Research Project, as specified in the Application and Budget.

Application Process

Applications that fail to comply with the content and formatting requirements will be returned without review. All applications must use Times New Roman 12-point font. All application pages will be single-spaced and use 1-inch margins on all sides. For this RFA, no supplemental materials, appendices, addenda, websites, or additional documents will be accepted. Number all pages (bottom right corner) sequentially, starting with the cover page. Application requirements are enumerated further in the following section.

All applications must be submitted electronically to Howard@apsf.org

The application deadline is 5 pm PDT on May 01, 2017

REQUIRED APPLICATION ELEMENTS

A. Cover Page (1 page).

The Cover Page shall include the following in this order:

1. Title of research project
2. Name of applicant (Principal Investigator) with academic degrees, office address, phone number, fax number and e-mail address
3. Names and affiliations of the applicant's mentor
4. Name and affiliations of any other investigators or consultants
5. Name, office address, and phone number of departmental chairperson
6. Sponsoring institution and name, office address, phone number and e-mail address of the responsible institutional financial officer
7. Total amount of funding requested (including institutional overhead)
8. Start and end dates of proposed project

B. Project Abstract (≤100 words). The Abstract should explain the proposed research study in language understandable to the average clinical anesthesiologist. The abstract will be used primarily for promotional purposes.



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- C. **Applicant Career Plan Summary** (≤250 words). The Career Plan Summary should explain the applicant's current situation, proposed career development activities, and future career plans in language understandable to the average clinical anesthesiologist. The Career Plan Summary must include at least the following elements:
- Applicant's preferred full name and degrees.
 - The submitting academic institution (and medical center if different).
 - The preferred full name, degrees, and primary affiliations of the Applicant's mentor
 - The title of the research project and a summary sentence about the proposed project.
 - The patient safety topic area(s) and research methods that will be the focus of the Applicant's career.
 - The Applicant's long-term goals for improving perioperative patient safety.
- D. **Candidate Background** (Do not exceed 3 pages)
1. **Career Goals and Objectives** (include specific plans for post-award research activities, extra-mural funding and further career development)
 2. **Career Development/Training Activities During Award Period**
 3. **Training in the Responsible Conduct of Research**
 4. **Timeline of Proposed Activities**
- E. **Research Plan** (Do not exceed 8 pages)
1. **Significance** (~1 page recommended). Why is the proposed research important? How will it advance our understanding of and improvements in patient safety? How will it advance the Applicant's long-term goals for improving patient safety? This section typically includes evidence that the Applicant has a strong fundamental understanding of the relevant patient safety knowledge and evidence.
 2. **Innovation** (~1 page recommended).
 3. **Approach** (~6 pages recommended). The Approach must include the following sections presented in the following order:
 - a. *Hypothesis and Specific Aims* (≤1 page recommended). After a brief introduction, this section must articulate the Aims of the study and the hypotheses to be tested. All hypotheses must be stated in a way that they can be tested with empiric data.
 - b. *Detailed Proposed Methods* (<2.5 pages). This section must include a detailed description of the proposed experimental design, the numbers and nature of study participants, the procedures to be employed, the independent variables to be manipulated, the dependent variables to be measured, and any covariates that will be included. The description should include a rationale for the choice of each dependent variable.
 - c. *Statistical Plan and Power Analysis* (<1 page). This section must include a detailed analytical plan and a sufficiently robust power analysis to convince the reviewers of a low likelihood of either Type 1 or Type 2 errors. In addition to total sample size, the plan should include a statement of the number of eligible subjects in the study site's patient population and the feasibility of adequate recruitment during the study period. It would be prudent to provide evidence of the initial and planned ongoing involvement of an experienced biostatistician.
 - d. *Interpretation of Results* (0.5 page). This section should describe how the results will address the stated hypotheses, how alternative findings will be interpreted, what the investigator will do if the findings do not confirm the original hypotheses (this is especially important in multi-part studies or aims that depend on each other), and the patient safety significance of the expected results.
 - e. *Study Limitations* (0.5 page). This critical section must provide a comprehensive and realistic description of the study limitations and the methods by which the investigators have (or will) mitigate these limitations.



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- f. *Future Directions* (<0.5 page). This brief section should describe what future studies are anticipated to flow from APSF's investment in the conduct of the proposed study and why such future studies are important to long-term improvements in patient safety. Do not duplicate content in the Significance section above.
 - g. *Project Management and Detailed Timeline* (<1 page). This section must describe how the PI will organize, plan, and oversee the proposed research. When a team of scientists will be involved, the Project Management plan should describe how the team will communicate and interact. Finally, this section should describe how the team will assure that the project is completed on time and within the proposed budget. The project timeline should be presented in a **Gantt chart** that includes specific detailed milestones and deliverables.
- F. Cited References** (Do not exceed 2 pages). This section should provide evidence that the Applicant is very familiar with the most current relevant literature and will take a rigorous and scholarly approach to the proposed research. Please cite only the most relevant and important literature. References should be cited in the order in which they appear in the Research Plan and should use the format approved by the journal *Anesthesia & Analgesia*.
- G. Mentor's Letter** (Do not exceed 4 pages). The mentor's letter may be the most critical part of the application. The letter must be a PDF scan of a signed original on institutional stationary. The mentor's letter must contain all of the following elements:
- 1. Training and Research Career Development Plan
 - 2. Mentoring Plan
 - 3. Progress Assessment
 - 4. Anticipated Sources of Research Project Support
 - 5. Nature and Extent of Supervision and Mentoring
 - 6. Anticipated Non-Award Activities
 - 7. Plan for Transition to Independence
 - 8. Mentor Qualifications
 - 9. Mentoring History
- H. Facilities and Resources** (≤2 pages). This section describes the readily available relevant institutional facilities and resources that will support the Applicant's career development and proposed research project. Please provide evidence (i.e., specific examples) of how the institution has invested in and supported prior patient safety research projects that have led to peer-reviewed journal publications. The Review Committee considers the institutional infrastructure very important to the success of new patient safety investigators.
- I. Human Subjects** (≤3 pages).
- 1. This section should succinctly address all of the elements typically found in an institutional human subjects committee (or IRB) application.
 - 2. **Data Management Plan.** Describe how your data will be collected, handled, stored and analyzed with respect to HIPPA compliance, participant and patient privacy, confidentiality, and data security.

IMPORTANT NOTE: By the time of application review, the Applicant must provide APSF with evidence that they have undergone and are current with their institution's approved human subjects/responsible conduct of



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research training.

FDA and Other Regulatory Compliance (if applicable). If medical devices are to be used on patients in the proposed study in ways that are not currently FDA-approved, the investigators must confer with their IRB regarding the need for an IDE. Similarly, if drugs are to be used in the proposed study in ways that are not currently FDA-approved, the investigators must confer with their IRB regarding the need for an IND. The relevant issues should be addressed in this section.

J. Current NIH Format Biosketches of the Applicant and of the Mentor (≤4 pages each including all Active Support).

K. Budget (no page limit).

1. **Budget for each individual year and in total.**
2. **Itemized budget justification.** The application should provide sufficient explanation and rationale for each budget item to fully justify the proposed expenditure. Please explain all changes in item-level budgeted amounts between Years 1 and 2.
3. **Budgeting limitations.** The following items can **NOT** be paid for from funds provided by this grant:
 - a. Salary or benefits of the Applicant that exceed 25% of the current NIH salary cap.
 - b. Construction, Renovations, or Furniture.
 - c. Capital equipment exceeding \$10,000.
 - d. Any item considered an Indirect Cost by any Federal granting agency.

IMPORTANT NOTE: No indirect cost will be covered by this grant.

IMPORTANT NOTE: Violations of any of this grant's financial stipulations will be grounds for immediate revocation of the award and full repayment of the total award by the sponsoring institution.

L. Chair's Letter containing Affirmations (Do not exceed 3 pages). This letter must be from the Chair of the sponsoring institution's Department of Anesthesiology. The letter must be a PDF scan of a signed original on institutional stationary. The letter must include the following elements:

1. Application's significance to Anesthesiology;
2. Guaranteed regular (preferably tenure) track faculty appointment of the Applicant by the start of the second year of funding;
3. Departmental commitment to provide to the Applicant 40% research and academic time for the two-year project duration;
4. Departmental commitment to provide a minimum of 5% dedicated effort of the designated mentor;
5. Resource availability and commitment;
6. Internal peer review completed;
7. Management of awarded funds;



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- a. No use of awarded funds for Investigator's salary or benefits that covers more than 25% effort at the NIH salary cap.
- b. Commitment to provide specified facilities and resources
- c. Return of unused funds to APSF.

NOTE: No Appendices or supplemental material will be accepted.

NOTE: Applications that do not conform to all of the application requirements will not be considered.

The SSCDA application must be submitted electronically to Howard@apsf.org later than 5PM (PDT) on May 1, 2017.