

TTC Plan Examples

Using the Results-Based Accountability Framework

When to Use this Document: This document is designed to be used as hub begin developing their TTC Plans.

How to Use this Document: This document provides *examples/conversation starters* for hubs to use during their TTC Plan development process. The Metric Worksheets were also designed to assist hubs during the TTC Plan development process.

Enter the data values for each metric. This data creates a graph, in Scorecard, that enable hubs to ask “*How are we doing?*” The next question for hubs to ask is, “*Is our data trending in the right direction?*” Hubs then identify the contributing factors that are supporting progress and/or the factors that are restricting progress.

Note: Progress is defined as the curve trending in the right direction. For example, for the Internal Review Board Duration metric, the right direction is *fewer* days to IRB approval. For the other metrics, the right direction is an *increase* in the number of publications, or an increase in the number of graduates that remain in clinical research.

Story Behind the Curve - Examples

Identify contributing factors that are supporting progress and factors that are restricting progress.

Note: *progress is defined as the curve trending in the right direction.*

Internal Review Board Metric (IRB)

Positive Factors (in order of priority):

- Large research intensive IRB with full board meetings 1-2 times per week. Meeting more frequently helps to address issues immediately and ultimately decreases the time to approval.
- Emulate successful protocols. Using protocols these protocols incentivizes repetition and helps to decrease amount of time to IRB approval.
- Review committees aren’t just reviewing studies, but are partnering with Principal Investigators.

Negative Factors (in order of priority):

- An increase in ancillary review created longer delays.
- Need to be better at identifying problematic applications in order to generate interventions and train PIs for better submissions.
- Despite efforts at triage, administrative barriers with regard to incomplete, inconsistent and faulty submissions still remain.

Pilot Funding Publication Metric (PFP)

Positive Factors (in order of priority):

- Our stringent review process ensures high-quality and well-developed projects.
- Strong internal tracking. A research navigator is assigned to monitor award progress, make awardees aware of available resources and expectations.
- Ongoing support for investigators from project design, subject recruitment and a series of ad hoc workshops.

Negative Factors (in order of priority):

- Lack of citations. Award recipients may fail to cite the grant in publications, necessitating manual follow up with recipients via email, survey, phone, database searches.
- Length of time from publication submission to acceptance can be high - ~2 years may be the soonest expected time to see publication.
- Writing skills and/or time of investigators may be limited.

Careers in Clinical and Translational Research (KL2)

Positive Factors (in order of priority):

- Protected time for research. The nature of the KL2 grant provides 75% of the scholar's time to engage in research. Often once the award closes, pressures to engage more in clinical care may creep up.
- Offering mentorship by experienced research coordinator and research administrators.
- Increased flexibility in KL2 education/training to allow for best-fit primary mentorship for scholars

Negative Factors (in order of priority):

- Trainees are relatively early in their careers and may have higher clinical demands and less research experience.
- Training gaps –project management support; analysis/biostatistical support; and managing teams/supervise research staff.
- Lack of organized central systems for supporting research and careers in research.

Careers in Clinical and Translational Research (TL1)

Positive Factors (in order of priority):

- All TL1 graduates continued enrollment as dual degree students.
- Strong mentorship is key to a positive research experience that lays the groundwork for a research oriented career.
- Predoctoral students continued translational research coursework/lab rotations.

Negative Factors (in order of priority):

- There is a significant lag between TL1 program participation and entry into a career for the year-out students (e.g. completing medical school, then residency then other post-residency training programs).
- Many of the TL1 graduates still finishing their educational training plans and not yet in clinical and translational research.

Informatics Metric

Positive Factors (in order of priority):

- Implemented new measures to make data fully traceable.
- Introduced new process to include laboratory results into the research data warehouse.
- Integrated all data into the OMOP data model.

Negative Factors (in order of priority):

- Unable to use the institutional electronic record system to identify duplicate patients.
- Lack the staff to conduct complete chart reviews.
- Difficult to aggregate data across all of our research institutions.

Partners – Examples

*Identify potential partners who may have a role to play in improving progress and **specify** their roles.*

Internal Review Board Metric (IRB)

- Evaluation Programs
- Scientific Experts
- Non-Scientific Experts
- Clinical Chief Research Officer
- Budget Office
- Clinical Community and Patients
- Industry Partners
- Contracting Office

Pilot Funding Publication Metric (PFP)

- Faculty
- Research Coordinators
- Department/Division Leaders
- CTSA Program Partners
- Data Collection Experts
- Institution Regulatory Bodies
- Mentors
- Pilot Program Administrator
- University Writing Centers
- CTSI Review Pool

Careers in Clinical and Translational Research (KL2)

- Mentors
- Grant Writing Consultation Services
- Office or Proposal Development
- Office of Diversity/Multicultural Affairs
- Women’s Faculty Council
- School of Medicine
- Current/Past Graduates of the Program
- Department Chairs
- Faculty Mentors
- Leverage Research Resources

Careers in Clinical and Translational Research (TL1)

- Program Leadership and Staff
- Mentors
- Teaching and Professional Development
- Core Faculty
- Program Graduates
- Advisory Board
- CTSA Hubs

Informatics Metric

- Information Technology
- Chief Information Officer
- Data Analysts and Developers
- Pathology Labs
- ACT Network
- Office of Clinical Research
- Individuals with specific content expertise
- Quality Improvement Staff

What Works - Example

Determine what would work to turn the curve in the right direction. Is there research that could provide answers/ideas? What insights can your partners provide?

Internal Review Board Metric (IRB)

- Train PIs on best practices for successful submissions.
- Provide feedback on rejected submission.
- Have people from all entities involved in approval process.

Pilot Funding Publication Metric (PFP)

- The scientific soundness and overall feasibility of a project are the most impactful aspects.
- Two-tiered scientific review process and the Navigator feasibility reviews help to identify those projects that may not be appropriate for funding or the accelerated program timeline.
- Encourage citation.
- Engage and follow-up with investigators to encourage reporting.
- Remind recipients of available resources.
- Provide pilot awardees with a list of journals indexed in PubMed at pilot award orientation.
- Work with department chairs and administrators regarding securing protected time for manuscript writing.
- Actively promote the University Writing Center service to pilot awardees to improve manuscript writing, editing and support.

Careers in Clinical and Translational Research (KL2)

- Grant writing workshops.
- Project management/navigation support.
- Training on Mentoring/Mentee relationships.
- Collaborating with university offices who engage in recruitment of faculty.
- Individual Development Plans.

Careers in Clinical and Translational Research (TL1)

- Training mentors and mentees.
- Providing Career Advising.
- Providing Professional Development enrichment activities.
- Workshops on Career Options.
- Highlighting Translational Science Exemplars.
- Creating a contemporary clinical and translational research pipeline.
- Designed overlap in content emphasizes practical priorities relating to population health.
- Providing opportunities for trainees to engage in research activities outside of the university.

Informatics Metric

- Adding statistics and data quality checks.
- Consolidation of multiple electronic health record data.
- Self-service access to clinical data for research – developing a culture of shared information.

Strategies - Example

Before selecting an option, address these questions:

1. *How strongly will the proposed strategy impact progress as measured by the baselines?*
2. *Is the proposed strategy feasible?*
3. *Is the strategy specific enough to be implemented?*
4. *Is the strategy consistent with the values of the community and/or agency?*

Internal Review Board Metric (IRB)

- Reduce approval times.
- Design/implement new system.
- Developing monitoring and reporting tools.
- Identify timing of submissions and delays of processes.
- Improve triage mechanisms.
- Generate best practices.
- Inform investigators that IRB is being tracked by NIH.
- Work collaborative with Clinical Research Office and Clinical Research Committee.

Pilot Funding Publication Metric (PFP)

- Design of a citation reminder badge to add to email signatures and other communications.
- Developing and maintaining a point of contact to ensure compliance with reporting.
- Pilot program satisfaction and services survey.
- Identify resource needs at application review.
- Discuss potential journals for publication early in the project timeline.
- Develop automated tracking using bibliometric tools.
- Explore pilot attributes which are associated with higher rates of publication.

Careers in Clinical and Translational Research (KL2)

- Encourage all KL2 trainees to participate in K and R grant-writing workshops.
- Encourage all KL2 trainees to apply for internal pilot funding.
- Encourage all KL2 mentors to enhance skills through the Mentoring the Mentor Program.
- Expand awareness of the KL2 program to increase the number of program applicants from partner institutions.
- Establish a “K” club where trainees can discuss programmatic themes, exchange ideas, etc.
- Showcase trainee accomplishments.
- Explore ways and means to increase trainee diversity.
- Provide opportunities for apprenticeships in community-based program or in industry.
- Conduct focus group/interviews with current/past scholars to explore barriers to research.

Careers in Clinical and Translational Research (TL1)

- Continue to share available funding.
- Continue recruitment and applicant review processes.
- Continue mentoring training program.

Informatics Metric

- Integrate hospital and university electronic health record data into a single OMOP.
- Include only patients with a specific type of data.
- Include only patients within a time period.
- Address duplicates in patient identification.

Actions – Example

For each action, identify :

- 1. The name of the action*
- 2. A detailed description for what is required*
- 3. Who will assign the action*
- 4. Who will be assigned to the action*
- 5. What is the start date*
- 6. What is the end date*
- 7. Determine who/when the action status will be updated*

Name:	Schedule Writing Workshop
Description:	Schedule “Publication Writing Workshop” for all junior researchers for August 14, 2019
Assigned By:	Hannah Black
Assigned To:	Mike Sullivan
Start Date:	January 15, 2019
End Date:	March 15, 2019