

CanMEDS Scholar  
Assessment tool A4  
Monitoring Form

**Research Project High-Level Checklist[[1]](#endnote-1)**

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**Instructions for Assessor:**

* Meet with your learner for a one-on-one teaching session to assess his/her progress on these high-level steps of a research project.
* Be prepared to walk the learner through the steps if needed.
* Revisit this checklist with the learner on a regular basis (e.g. quarterly) to explore and support their progress.

| **Checklist items** | **Complete** | **Not yet complete** | **Comments** |
| --- | --- | --- | --- |
| 1. Meet with your program director or departmental research coordinator as soon as possible. |  |  |  |
| 2. Look for resources that provide an introduction to the basic concepts of research methodology and critical appraisal |  |  |  |
| 3. Find a research supervisor |  |  |  |
| 4. Pose a focused and specifi c research question |  |  |  |
| 5. Develop a research outline |  |  |  |
| 6. Meet with methodological (especially biostatistical) specialists with particular expertise in your area of study |  |  |  |
| 7. Develop a research protocol |  |  |  |
| 8. As applicable, obtain institutional and research ethics approval |  |  |  |
| 9. Seek necessary funding |  |  |  |
| 10. If you are conducting a clinical trial, ensure that it is registered with ClinicalTrials.gov |  |  |  |
| 11. Collect and analyze the data |  |  |  |
| 12. Present your findings |  |  |  |
| 13. Prepare and submit a manuscripts describing the study and its results to a suitable journal |  |  |  |
| 14. If your manuscript is accepted, revise it according to the editors’ and  reviewers’ comments. |  |  |  |
| 15. Celebrate and thank your coauthors and supervisor |  |  |  |

1. Hahn PM. A research road map: Fifteen Steps to a successful research project (and ten pitfalls to avoid). In Harvey BJ, Lang ES, Frank JR, editors. The research guide: a primer for residents, other health care trainees, and practitioners. Ottawa: Royal College of Physicians and Surgeons of Canada; 011.Reproduced

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