

**Policy:** Nursing Research

**Manual:** Nursing

**Section:** General Nursing

**Location(s):** SAMC, SCH, SHRH, SLH, SMJH, SNGH,  
SNVMC, SOH, SPAH, SRMH, SVBGH,  
SWRMC, SASD, SCOHS, SE, SHP

**Original Date:** 5/1/2014

**Revision Date:** 12/17/2024

**Approved By:** Nurse Executive Council

**Process Owner:** Sentara Nursing Research  
Workgroup

**Revision Description (Most Recent):** Reviewed. No content change.

### Policy:

Define the structures and processes for obtaining approval to conduct nursing research at Sentara Health.

### Philosophy:

To create an environment in which the advancement of the profession of nursing through scholarly inquiry is developed and supported. This is accomplished through a structured process where members of our nursing staff can participate in nursing research. Such an approach is essential in developing new knowledge and fostering a culture that allows nurses to evaluate current practices and to support the achievement of optimal patient outcomes.

### Vision:

Nurses at all levels of practice at Sentara will participate in the integration of evidence-based practice and will provide support to those nurses who are conducting research. This will move the organization forward towards achieving excellence in patient care outcomes and professional nursing practice.

### Guidelines for Sentara Nurses:

Research conducted by Sentara nurses must go through a scientific review and approval process by the divisional Nursing Research entity or the Systemwide Nursing Research Council (if there is no formalized divisional research entity), and a Human Subjects Review by the Institutional Review Board (IRB).

### Scientific Review:

- A. Nurse Investigator(s) will meet with their divisional Nursing Research entity. In the absence of a formalized divisional nursing research entity, the Nurse Investigator(s) will meet with a representative from the Sentara Nursing Research Council,
- a. Under the direction of the divisional Nursing Research Forum, the investigator(s) will draft research plan using OVID® Synthesis, which may include the following:
- i. Identify area of interest.
  - ii. Validate the significance of project to Sentara Nursing strategic plan, goals, priorities, or focuses.
  - iii. Develop the research question.
  - iv. Complete a literature review to establish the significance of study problem and the state of the science (what is known/what is not known).
  - v. Develop the research plan including background, population of interest, inclusion/exclusion criteria, sample size, instrument(s) for data collection, analysis methods, etc. This may also involve contacting the key individual(s) that are required to complete research plan (e.g. Research Analytics and Data Science team for study design, data, and analytics support).
  - vi. Develop consent forms, data collection instruments, questionnaires, and cover letters (if appropriate).
  - vii. Establish necessary equipment required for study.
  - viii. Establish a time frame for the study.
  - ix. Establish research budget (if applicable) to submit for funding.
  - x. Identify projected plan for dissemination and implementation of results.
  - xi. Write the proposal for the Human Subjects Institutional Review Board.
- b. Plan for dissemination of results within and outside of Sentara.
- B. The research plan will be evaluated by the Chief Nursing Officer/Divisional Nurse Executive based on the following criteria:
- a. Relevance to Sentara Nursing Strategic Plan.
  - b. Adequacy of research plan.

c. Plan for dissemination of results within and outside of Sentara.

C. The review of the research plan by the Chief Nursing Officer/Divisional Nurse Executive will result in one of the following:

- a. Full approval: research application ready to be sent to the IRB.
- b. Approval pending revisions; after which, the research application may be sent to the IRB.

Note: Approval by the Chief Nursing Officer/Divisional Nurse Executive of projected dissemination plans does not constitute final abstract, poster, presentation, manuscript, etc. approval. Chief Nursing Officer/Divisional Nurse Executive approval is required for all documents (ex: abstract, poster, manuscript, etc.) prior to dissemination. See Policy: Guidelines for Preparing and Disseminating Scholarly Work for additional information.

D. Following approval by the Chief Nursing Officer/Divisional Nurse Executive, the research application will be submitted to the Eastern Virginia Medical School IRB.

- a. Sentara nursing research projects will only be sent to the Eastern Virginia Medical School IRB approval boards with an RN member who sits on the board.
- b. All Sentara nursing research projects require a nurse Eastern Virginia Medical School IRB board member to vote on the approval of their research projects.
- c. Upon approval by the Eastern Virginia Medical School IRB, the Nurse Investigator must inform the Chief Nursing Officer/Divisional Nurse Executive.
- d. Data collection can begin once Eastern Virginia Medical School IRB approval has been obtained.

**Exceptions:** None.

**Monitoring:**

Outcomes Monitoring – The Sentara Nursing Research Workgroup will be responsible for ensuring this policy is followed.

Document Management – The Systemwide Nursing Research Council shall be responsible for developing, communicating, and maintaining this policy and related procedures and job aids necessary for the implementation and continuance of the policy. This policy shall be reviewed at least every three years for repeal or amendment as appropriate.

**Related Documents:**

<i>Policy</i>	List Related Policies.
<i>Procedure</i>	Guidelines for Preparing and Disseminating Scholarly Work
<i>Job Aids</i>	Nursing Research - EVMS Institutional Review Board
<i>Regulatory References</i>	List Regulatory References.