

Submission of Research Proposals Involving Secondary Use of OTIS Data

Protocol

A proposal for secondary use of OTIS data may be received from a TIS member or from an individual or group outside of OTIS. Individuals interested in submitting proposals for secondary use of OTIS data should submit a preliminary proposal to the Co-Chairs of the OTIS Research Committee. This proposal should contain 1) background information or reasons why this research is important, including a summary of relevant animal and clinical studies, 2) key hypotheses to be addressed, 3) what methods will be used, 4) a rough estimation of sample size, and 5) a brief description of how the data will be analyzed. Individuals submitting proposals are encouraged to use the [OTIS Preliminary Proposal Form](#) (*see webpage for form*) for this purpose.

The Research Committee Co-Chairs will send the preliminary proposal to the Chair of the Secondary Studies Review Subcommittee (SSRS) for consideration. The Chair of the SSRS will designate two members of the subcommittee to review the proposal and decide whether to approve or reject it.

The approval decision will be based on whether the proposed idea has scientific merit, is consonant with OTIS' overall mission, is compatible with OTIS data, and is likely to result in a publication. The availability of resources to support development and implementation of the proposed study will also be taken into consideration.

If the preliminary proposal is rejected, the Chair of the SSRS will notify the individual or appropriate party and provide reasons for the rejection. The individual may revise the proposal and resubmit it to OTIS SSRS for secondary review.

If the preliminary proposal is approved, the SSRS will appoint one of its members to supervise the individual in development of a full proposal and in the use of OTIS data. Researchers using OTIS data will be required to submit an annual report to the SSRS, and to give an oral presentation at one of OTIS' research meetings at the conclusion of their study. A final report, which may be in the form of a thesis or dissertation, as well as any written report for possible publication must be submitted to the SSRS for review and comments.

Any publication based on OTIS data must cite OTIS as the source. The SSRS should receive drafts of manuscripts based on work done with OTIS data prior to their submission for publication. The SSRS will review these manuscripts to ensure that representations related to OTIS are accurate.