



RESEARCH Guidelines for Submission of Proposals to use ACNM Data

Required elements to be submitted by each applicant:

- A. **A detailed summary of no more than one page describing the proposed research project.** The application must include the following information:
 1. **Specific Objective(s):** State the specific objective(s) of the study, the research question(s) to be addressed, and the study hypotheses.
 2. **Rationale:** State the problem, the importance of the problem, the present knowledge relevant to it, and the potential contributions of the proposed study.
 3. **Basic Study Design:** Briefly describe the methodology and methods, including the study design and rationale for sample size.
 4. **Study Variables:** List the major independent variable, the dependent variable(s), and other independent (control) variables (factors associated with the major independent or dependent variables.)
- B. **A letter of endorsement, sent under separate cover, from the researcher's sponsor or advisor (in case of students).**
- C. **Evidence of *Institutional Review Board* approval.**
- D. **A list of the specific variables being requested from the ACNM data files.**
Note: not all data are available to researchers and only aggregate data will be provided.

General Considerations:

- A. Applications are subject to review and approval by the Executive Director, Director of Member Services, Director of Professional Practice and Health Policy.
- B. Data will be compiled by ACNM research staff. Charges will vary according to the amount and complexity of data; however, the minimum fee is \$50.00.
- C. Pending approval of the proposal, the researcher must sign a legal agreement stating That:
 1. ACNM will be acknowledged in all subsequent theses/dissertations, reports, publications and presentations.
 2. All ensuing publications that the conclusions or interpretations do not necessarily reflect the opinions, policies or positions of the American College of Nurse-Midwives.
 3. Only aggregated data will appear in any publications resulting from the research.
 4. Violations of this agreement will be considered to be scientific misconduct.