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.