

The Leeds Teaching Hospitals NHS Trust

Research & Innovation Department

Reviewers' Checklist

No.	Criteria	Yes	No	N/A
1	Project details: Has appropriate information been included? (Investigator details and project title, protocol version number and date)			
2	Research question: Is there a clearly defined, answerable question?			
3	Is the research original? (Student project: does the study fulfil course requirements?)			
4	Background: Is the research question an important one? 1. Is the study useful to clinical practice? 2. Is there a real problem/ knowledge gap that needs filling? 3. Is the project in alignment with the strategic objectives of the programme with which it is associated?			
5	Plan of the investigation: 1. Methods: are these appropriate to the aim, will they address the question being asked and are they likely to produce an answer? 2. Design: is the study designed to reduce the risk of bias? 3. Analysis: have any analysis techniques, such as statistical methods, been defined, where appropriate? 4. Outcome measures: Are these appropriate and achievable? 5. Setting: will the project setting appropriate? 6. Participants: have the methods used to identify, approach, recruit and consent participants been clearly defined? 7. Sampling issues: Will the proposed sample be large enough for significant findings to be detected? Will the sample collected be reasonably representative of the population in question? Is there sufficient evidence to indicate that it will be possible to obtain the numbers required for the study? 8. Intervention: Is the intervention clearly delineated, where appropriate? 9. Screening tools and questionnaires: are these relevant to the project and have they been thoroughly tested? 10. Project plan: Has an appropriate plan of the study in the form of a flow chart / diagram been included? Is the estimated duration of the project appropriate?			
6	Project management: have adequate arrangements been specified?			
7	Expertise: Does the research team include the necessary expertise? Has access to people with relevant expertise at the appropriate points of the project been agreed?			
8	Ethical issues: Have ethical issues been addressed? Risk (safety issues), rights to information, confidentiality and privacy, consent, issues concerning racial and cultural diversity			
9	Service users: where appropriate, have they been consulted about the design and outcome measures of the study?			
10	Dissemination: Have suitable plans for dissemination been included, where appropriate?			

Version 2

21 April 2015

Grading

- A. No changes required; take the study forward
- B. Minor changes suggested; at the discretion of the researcher; take study forward
- C. Minor changes required; decision at the discretion of the Lead Reviewer
- D. More substantial changes; a re-submission required
- E. Complete re-think required; a new submission required

Summary Comments - how could the study be improved?

Name of Reviewer **Signature**.....

Job Title

Institution.....

Date