**HKCA ICM Trainee Formal Project Proposal Template**

**Instructions**

* use this template to fill out your project proposal
* name your file as lastname\_firstname\_submissiondate(YYYY-MM-DD)
* all revisions should be submitted as track-changes document

|  |
| --- |
| **Trainee:**  |
| **Project Supervisor:**  |
| **Supervisor of Training:** |
| **Hospital:**  |
| **Title:**  |
| **Introduction:*** provide background information on existing literature and knowledge gap
 |
| **Objectives:** * explain the main objectives of the study
 |
| **Rationale/Clinical Relevance:** * explain the rationale for this study
* what is the clinical relevance and how may the results help clinical practice
 |
| **Methods:**Study Design:* describe the study design (prospective/retrospective, case-control, cross-sectional, cohort, interventional)

Inclusion and Exclusion Criteria:* describe the inclusion and exclusion criteria
* provide justification for these criteria with references if available

Recruitment: * explain how and where study participants will be recruited

Outcomes: * define the outcomes that will be assessed
* provide justification for selection of outcomes with references if available

Study Procedures: * please explain any procedures, specific methodology or intervention that will be used in this study

Data Collection/Variables: * list and define the data variables that will be collected

Sample Size: * provide justification for sample size
* this could be based on expected clinical effect size or referenced from other existing studies

Statistics: * describe the data analysis plan
* state the statistical tests that will be used
* explain selection of variables for multivariate models
 |
| **Limitations:** * describe the limitations of this study
 |
| **Ethics:*** explain whether ethics approval will be required
* describe how consent will be obtained (if required)
 |
| **References:** * use number format to cite references in text
* use Vancouver style in bibliography
 |