**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

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| **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 |