

Dear Researcher,

The College of Emergency Nursing Australasia (CENA) Research committee acts as a conduit to help researchers in accessing CENA membership for participation in research studies. The committee receives a number of applications per year to access the CENA membership and have an obligation to ensure that the membership is only approached for appropriate requests. If you would like to access the CENA membership you will need to address the following in an email to the Chair of the research subcommittee: national@cena.org.au

1. Introductory letter including:

- a. Investigator name(s), affiliations and qualifications
- b. title of the study
- c. a description of the commitment expected by the participant including time

2. An outline of the study including:

- a. Research aim and objectives
- b. Significance of the research
- c. HREC approval
- d. Funding source(s)
- e. Expected completion date
- f. How the research will benefit emergency nursing/emergency care
- g. How the research will benefit CENA members
- h. Expected completion date

3. A full research proposal

4. Any other supporting forms to be included in the study such as; any instruments to be used in the study (i.e. survey, interview questions); introductory letter to be sent to the participants; consent form; proposed advertisement to be circulated by CENA

Once you are satisfied that you meet this criteria please forward an electronic copy along with the checklist below to the Research subcommittee Chairperson.

Your proposal will be addressed by the committee and you will be notified via email as to whether your request has been approved or not.

REQUEST TO ACCESS CENA MEMBERSHIP		
Title of Study:		
Name of person requesting access:		
REQUIREMENTS	Circle where appropriate	COMMENTS
Introductory letter <ul style="list-style-type: none"> • Investigator name/s • Investigator qualifications • Investigator affiliations • Participant commitment (including time) 	YES NO YES NO YES NO YES NO	
An outline of the study including: <ul style="list-style-type: none"> • Research aim and objectives • Significance of the research • HREC approval • Funding source(s) • How the research will benefit emergency nursing/emergency care • How will the research benefit CENA members 	YES NO YES NO YES NO YES NO YES NO YES NO	
Full research proposal	YES NO	
Supporting forms (such as; any instruments to be used in the study (i.e. survey, interview questions); introductory letter to be sent to the participants; consent form; proposed advertisement to be circulated by CENA)	YES NO	
Commitment to include the following statement <p style="text-align: center; margin-top: 20px;"><i>"This study was generously supported by the College of Emergency Nursing Australasia (CENA). The views of these researchers do not necessarily represent the views of CENA"</i></p>	YES NO	