

Research Administration and Policies on Sponsored Research

All research conducted by Jefferson's School of Population Health (JSPH) faculty and staff must comply with School and University policies on research. Key considerations include:

Contracting – All sponsored research agreements must be reviewed by the University's Office of Research Administration (ORA). Sponsors have the option of reviewing a Jefferson template agreement, or submitting their template agreement for Jefferson review. The School's Administrator and Grants Manager work closely with ORA and sponsors to facilitate the contracting process.

Human Subjects – Projects involving human subjects and subject-level data must be submitted to the University's Institutional Review Board (IRB) for human subjects and HIPAA review, and must be approved prior to project initiation.

Academic Freedom – Thomas Jefferson University's sponsored research contracts stipulate that the University maintains decision-making authority over what results are published and in what venue. Typically, sponsors are allowed 30-60 days to review and comment on planned publications. Sponsors may also recommend potential venues. We do not allow sponsors to develop or submit abstracts or manuscripts on our behalf. There are limited exceptions to this position, one being hourly consulting work completed by JSPH in order to inform a study that is already being conducted by the sponsor.

Scientific Merit – JSPH strives to develop publications of significant scientific merit, that is, publications that enlighten the medical and policy community about healthcare issues, and includes new information about a disease, treatment, or problem—or application of a novel method in our research. If a sponsored grant involves submission of multiple abstracts, each abstract must be scientifically unique and have merit. We do not present the same abstract at multiple meetings; however, we frequently present different analyses from a single project at different meetings.

Authorship – JSPH maintains primary authorship on publications arising from our work. Sponsors may be invited to serve as authors so long as they provide intellectual guidance or comment during the writing process. Comments obtained from authors should be emailed and/or furnished using the editorial features of Microsoft Word, so that we may keep a record of author input. We do not allow honorary or ghost authorship.

Working with Communications Vendors – Communication vendors who are subcontractors to grant sponsors may provide editorial (proofreading), formatting, and referencing assistance on JSPH publications, but may not write publications on behalf of JSPH. We do not accept direction from communication vendors, nor do we allow communication vendors to submit publications on our behalf.

Media Requests – From time to time, sponsors invite JSPH faculty to fulfill media requests aimed at highlighting the findings of our work. We welcome such opportunities, but must adhere to the procedures of the University's Public Relations Department. The Public Relations Department must be notified of the media invitation and maintains final approval of all press releases. Any press releases developed by the sponsor about JSPH work without direct involvement of JSPH researchers must be furnished to the primary JSPH project contact, who will submit the document to our Public Relations Department.

Trademark Use – Thomas Jefferson University logos hold a trademark and cannot be used without permission to brand JSPH work. The JSPH project team will obtain approval to use the trademark, when necessary, during the course of the project. We do not co-brand scientific posters or publications with the sponsor's logo in the case of presentation of findings from sponsored grants.

Speakers Bureaus and Advisory Boards – From time to time, sponsors invite JSPH researchers to serve on Speaker's Bureaus and/or Advisory Boards. We welcome such invitations as long as the JSPH researcher may develop his/her own speaking materials, in the form of slide presentations or other documents. The JSPH researcher must also direct any compensation from speaking activities to JSPH in order to mitigate individual conflicts of interest.