

# **Norms and Guidelines of Publications**



# SREE NARAYANA NURSING COLLEGE

Stonehousepet (po), Chinthareddypalem, Nellore - 524002.

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A.P. Nurses & Midwives Council, letter No. APNMC/CON/5212/2006, dated: 4/11/2006

Affiliated to Dr. Y.S.R. University of Health Sciences, A.P. Vijayawada.



## SREE NARAYANA NURSING COLLEGE

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## RESEARCH COMMITTEE

**REVISION No:3**

**Effective date: 20<sup>th</sup> Mar 2024**

Principal

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Chinthareddypalem,  
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## Revision of Code of Ethics

No of Revisions	Effective Date	Valid till Date
Preparation of Booklet	Effective Date: 27 <sup>th</sup> Jan 2009	Valid Till: 27 <sup>th</sup> Jan 2014
Revision: 01	Effective Date: 24 <sup>th</sup> Feb 2014	Valid Till: 24 <sup>th</sup> Feb 2019
Revision: 02	Effective Date: 4 <sup>th</sup> Mar 2019	Valid Till: 4 <sup>th</sup> Mar 2024
Revision: 03	Effective Date: 20 <sup>th</sup> Mar 2024	Valid Till :20 <sup>th</sup> Mar 2029

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## Code of Ethics for Research

### Research committee

Sree Narayana Nursing College was established in the year 2006 with the aim of providing quality education in the field of nursing. The college is committed to producing competent and compassionate nursing professionals equipped with the knowledge and skills to deliver high-quality healthcare

With **Vision** of To develop a comprehensive goal for enhancement of nursing education and practice through effective teaching and learning methods, by using advanced technology and innovative research approaches to revolutionize nursing care on global perspectives and **Mission**

1. To foster the holistic development of nursing students and ensure to deliver high-quality patient care with integration of academic, extracurricular, and co-curricular activities with advanced teaching and learning methods. 2. To encourage participation in professional activities and student chapters to foster networking, leadership and team work. 3. To build a nurturing environment that supports the overall growth of nursing students, in their career and deliver quality patient services and as well as part of societal upliftment

### Genesis:

Sree Narayana Nursing College, offering both UG and Post B.Sc programs, has established a Research Committee with the primary objective of fostering a robust research culture. The committee is committed to facilitating faculty research through dedicated funding, in adherence to established research and publication guidelines.

The Research Committee will ensure the protection of participants' rights and safety, maintaining high ethical standards throughout the research process. By following rigorous guidelines, the committee aims to prevent errors and ensure research integrity. Additionally, the committee will work toward the upliftment of nursing research by supporting innovative studies that contribute to academic growth and evidence-based practice.

  
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Through faculty development initiatives, research workshops, and collaboration opportunities, the committee will encourage faculty members to pursue impactful research projects that align with both national and international standards.

Dr. I.V. Mamatha

Principal

Sree Narayana Nursing College  
Principal

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## Approval by Research Committee - Chairperson

This Research Committee booklet prepared by Mrs J. Anusha, Assoc. Prof, Dept of Community Health Nursing reviewed by Member Mrs D Sai Dharanija, Assoc. Prof, Dept of Medical Surgical Nursing, noticed by Prof. SK Shabana, HOD of Mental Health Nursing.

I do hereby approve the document for the aforesaid purpose.

Dated: 20<sup>th</sup> Mar 2024

**Dr Thirupathi. Arjunan,**

**Chairperson, Research Committee**

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## Preparation of Research committee, Sree Narayana Nursing College

Research committee	Name	Designation of RC	Signature
Prepared by	Mrs J. Anusha, Assoc. Prof	Secretary	
Reviewed by	Mrs D Sai Dharanija, Assoc. Prof	Member	
Approved by	Dr Thiruppathi. Arjunan	Chairperson	
Noticed by	Prof. SK. Shabhana	Member	

  
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The **Code of Ethics in Research** provides a framework of principles that researchers should follow to conduct ethical, responsible, and morally sound research. It emphasizes the protection of human rights, integrity, and the accuracy of scientific endeavors.

## 1. Respect for Persons

- **Informed Consent:**

Researchers must ensure voluntary and informed consent from participants. Participants should understand the purpose of the research, potential risks, benefits, and their right to withdraw at any time.

- **Autonomy:**

Researchers must respect the autonomy of participants, ensuring they make informed decisions free from coercion or undue influence.

## 2. Beneficence and Non-Maleficence

- **Minimizing Harm:** Researchers must aim to maximize the benefits of research while minimizing potential harm to participants. Risks must be assessed and mitigated before research begins.
- **Do No Harm:** Researchers are responsible for protecting the well-being of participants, ensuring that no physical, psychological, or emotional harm comes to them as a result of their participation.

## 3. Justice

- **Fair Participant Selection:** Research participants should be selected equitably. Vulnerable populations should not be exploited, and the benefits of research should be fairly distributed among all groups.

  
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- **Equitable Access:** The benefits of research (e.g., access to new treatments) should be accessible to all participants after the study, especially those from marginalized groups.

## 4. Confidentiality and Privacy

- **Data Protection:** Researchers must safeguard the privacy and confidentiality of participants' data. Personal information should be anonymized or encrypted to protect participants' identities.
- **Restricted Access:** Only authorized personnel should have access to sensitive data collected during the research.

## 5. Integrity and Honesty

- **Honesty in Reporting:** Researchers should report research findings honestly, without fabrication, falsification, or misrepresentation of data.
- **Plagiarism:** Researchers must avoid plagiarism by giving proper credit to original sources, ideas, and research materials.
- **Conflict of Interest:** Any potential conflicts of interest must be declared upfront to ensure the integrity of the research process.

## 6. Accountability and Responsibility

- **Ethical Review:** Research involving human participants must be reviewed and approved by an Institutional Ethics Committee (IEC) or an equivalent body to ensure compliance with ethical standards.
- **Supervision:** Researchers must ensure proper supervision of research activities, especially if students or junior researchers are involved.
- **Adherence to Laws and Regulations:** Researchers must follow all relevant national, institutional, and international laws, guidelines, and ethical standards.

  
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## 7. Transparency

- **Transparency in Methods:** Research methods and procedures should be transparent and reproducible, ensuring that other researchers can replicate or verify the findings.
- **Public Disclosure:** Results, both positive and negative, should be publicly disclosed to advance knowledge and avoid unnecessary duplication of research.

## 8. Protection of Vulnerable Populations

- **Special Considerations:** Vulnerable populations, such as children, pregnant women, prisoners, and those with disabilities, should be given special protections. Their participation in research should be justified with clear benefits and minimal risks.

## 9. Compensation and Remuneration

- **Fair Compensation:** Participants should be fairly compensated for their time and contributions to the research, particularly in case of research-related injury or harm.
- **Research-Related Injury:** If any injury or adverse event occurs during the research, the participant should be entitled to proper treatment and compensation.

## 10. Social Responsibility

- **Benefit to Society:** Researchers have a duty to ensure that their research benefits society and contributes to the advancement of science and public good.
- **Environmental Impact:** Researchers should consider the environmental impact of their research and strive to minimize any negative effects.

## 11. Post-Trial Responsibilities

- **Post-Trial Access:** If a research study involves the development of new treatments, participants should have access to these interventions after the trial concludes, especially if no other effective alternatives exist.

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## 12. Publication Ethics

- **Accurate Authorship:** Only individuals who have made significant intellectual contributions to the research should be listed as authors.
- **Data Integrity:** Researchers must not manipulate or falsify data, and should publish accurate findings, whether the results are favorable or not.
- **Acknowledging Contributions:** Proper acknowledgment should be given to all contributors, including funding agencies, research assistants, and collaborators.

## 13. Global Ethical Considerations

- **International Research:** Researchers conducting cross-border studies should ensure that ethical standards are maintained globally, and that research conducted in developing countries or low-resource settings follows the same ethical standards as in developed countries.

## Research Committee Structure

### 1.1 Members

- **Chairperson:** Typically the Principal or a senior faculty member with significant research experience.
- **Members:**
  - Senior faculty members from various departments, often including representatives from nursing, medical, and allied health disciplines.
  - A biostatistician or a subject matter expert.
  - A representative from the Institutional Ethics Committee (IEC).
  - Librarian or information specialist (optional).
  - External members, such as experts from other institutions or fields, may be included on an as-needed basis.

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- **Secretary:** Responsible for documenting meetings, preparing agendas, and managing correspondence

## 2. Functions of the Research Committee

### 2.1 Proposal Review

- **Approval Process:** Review and approve research proposals submitted by faculty and students. Ensure proposals meet ethical and scientific standards.
- **Criteria:** Evaluate proposals based on originality, research design, methodology, and potential impact.

### 2.2 Ethical Oversight

- **Compliance:** Ensure that research involving human participants complies with ethical guidelines set by the ICMR and the institution.
- **Informed Consent:** Verify that all research projects obtain informed consent from participants.

### 2.3 Monitoring and Support

- **Progress Tracking:** Monitor the progress of ongoing research projects to ensure adherence to timelines and protocols.
- **Support:** Provide guidance on study design, data analysis, and manuscript preparation.

### 2.4 Research Promotion

- **Collaboration:** Encourage interdisciplinary and collaborative research within and outside the institution.
- **Training:** Facilitate workshops and training sessions on research methodologies, ethics, and writing skills.

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Sree Narayana Nursing College offers financial support through its research committee for various research and academic activities, including:

## 1. Publication of Papers:

- **Amount:** ₹15,000
- **Purpose:** To support faculty and students in publishing research articles in reputable journals.

## 2. Useful Projects Beneficial to the Public:

- **Amount:** ₹25,000
- **Purpose:** For projects that have practical applications and can contribute positively to the community.

## 3. Participation in International Conferences:

- **Amount:** ₹5,000
- **Purpose:** To encourage faculty and students to present their research and gain international exposure.

## Guidelines for Availing the Support:

### 1. Eligibility:

- Faculty and students of Sree Narayana Nursing College.
- Projects or publications should align with the strategic goals of the college and contribute to the academic environment or community welfare.

### 2. Application Procedure:

- Submit a formal request to the Research Committee along with a detailed proposal, including objectives, expected outcomes, budget, and impact.
- For publications, include the manuscript and details of the journal where it will be published.
- For conferences, provide proof of acceptance and a brief description of the research to be presented.

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### 3. Review and Approval:

- The Research Committee will review the application based on its relevance, innovation, and potential impact.
- Upon approval, the funds will be disbursed as per the guidelines set by the committee.

### 4. Reporting and Accountability:

- After receiving the grant, a report detailing how the funds were utilized, along with outcomes and any publications or conference presentations, should be submitted to the committee.

## 2.5 Dissemination

- **Publication:** Support and facilitate the publication of research findings in peer-reviewed journals.
- **Presentation:** Encourage presentation of research findings at conferences and seminars.

## 3. Roles and Responsibilities

### 3.1 Chairperson

- **Leadership:** Lead the committee, ensuring effective functioning and adherence to guidelines.
- **Decision-Making:** Make final decisions on research approvals and ethical matters.
- **Coordination:** Liaise with the Institutional Ethics Committee and other relevant bodies.

### 3.2 Committee Members

- **Review:** Critically review research proposals and manuscripts.
- **Guidance:** Provide feedback and support on research design, methodology, and analysis.
- **Ethics:** Ensure compliance with ethical standards and guidelines.

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## 3.3 Secretary

- **Documentation:** Prepare and maintain minutes of meetings, agendas, and correspondence.
- **Organization:** Schedule meetings and manage logistics.
- **Communication:** Disseminate decisions and feedback to researchers.

## 3.4 Biostatistician/Subject Expert

- **Expertise:** Offer statistical and methodological support to enhance research quality.
- **Analysis:** Assist in the design of statistical analyses and interpretation of data.

## 3.5 External Members

- **Impartiality:** Provide an objective perspective and additional expertise.
- **Advice:** Offer guidance on emerging trends and best practices in research.

## 4. Guidelines for Meetings

### 4.1 Frequency

- Meetings should be held regularly (e.g., quarterly) or as needed based on research submissions and progress.

### 4.2 Agenda

- **Preparation:** Prepare an agenda in advance, including:
  - Review of new research proposals.
  - Discussion of ongoing projects.
  - Updates on ethical issues and compliance.
  - Planning for upcoming events or training.

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## 4.3 Quorum

- A quorum (typically at least 50% of the committee members) must be present for decisions to be made.

## 4.4 Decision-Making

- **Consensus:** Aim for decisions through consensus. If needed, decisions can be made by majority vote.
- **Documentation:** Record all decisions and action items clearly in the minutes.

## 4.5 Minutes of Meeting (MoM)

- **Content:**
  - Date, time, and venue.
  - Attendees and absentees.
  - Summary of discussions.
  - Decisions made and action items.
  - Next meeting details.
- **Distribution:** Share minutes with all members for review and feedback before finalizing.
- **Storage:** Keep minutes in a secure location for future reference.

## 5. Research Committee Guidelines

### 5.1 Ethical Standards

- **Compliance:** Ensure all research adheres to ICMR's ethical guidelines and institutional policies.

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## 5.2 Reporting and Documentation

- **Records:** Maintain comprehensive records of all research proposals, approvals, and correspondence.
- **Transparency:** Ensure transparency in decision-making processes and documentation.

## 5.3 Conflict of Interest

- **Disclosure:** Members must disclose any conflicts of interest that could affect their judgment.

## 5.4 Training and Development

- **Continuing Education:** Encourage ongoing professional development in research methodologies and ethics for committee members and researchers.

By adhering to these guidelines, the Research Committee at Sree Narayana Nursing College ensures that research activities are conducted ethically, scientifically rigorous, and aligned with institutional and national standards.

## Publication Guidelines

The publication guidelines for project publication at Sree Narayana Nursing College would typically align with broader academic and professional standards for publishing in nursing and healthcare. These guidelines are likely influenced by frameworks from agencies such as the Indian Council of Medical Research (ICMR), the Central Drugs Standard Control Organization (CDSCO), and institutional regulations. Below is a detailed outline of standard **publication guidelines** that adopted for project publications at Sree Narayana Nursing College:

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## 1. Research Ethics and Approval

- **Ethical Approval:** Every research project must obtain approval from an **Institutional Ethics Committee (IEC)** before starting. This is crucial, particularly for research involving human subjects.
- **Informed Consent:** Ensure that written informed consent is obtained from all participants in accordance with ICMR's ethical guidelines. This should be documented and kept securely.
- **Adherence to Good Clinical Practices (GCP):** For clinical studies, researchers should follow ICMR guidelines on GCP, ensuring safety, quality, and integrity in data collection and patient care.

## 2. Manuscript Preparation

- **Title:** The title should be concise and reflect the study's main purpose, methodology, and outcomes. Avoid abbreviations and jargon.
- **Abstract:** The abstract should be structured (250-300 words) and include sections like:
  - Background
  - Objectives
  - Methods
  - Results
  - Conclusion
- **Introduction:** The introduction must describe the background, rationale, objectives, and significance of the research. It should provide context through a brief review of existing literature.
- **Materials and Methods:** This section should provide a detailed description of the study design, methodology, sample size calculation, and statistical tools used. It should also highlight how ethical approval was obtained.

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- **Results:** Results should be presented clearly using appropriate figures, tables, and graphs. No interpretation should be included here.
- **Discussion:** The discussion should interpret the results in relation to existing literature, study limitations, and future implications. Mention any unexpected findings and offer potential explanations.
- **Conclusion:** Summarize key findings, emphasizing their relevance to healthcare and nursing. Do not introduce new information.
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The Research Committee at Sree Narayana Nursing College is a critical body responsible for overseeing and supporting research activities within the institution. It ensures that research is conducted ethically, meets high scientific standards, and aligns with both institutional and national guidelines.

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