

# Translational Research Grants Scheme

## Guide for applicants seeking Clinical Excellence Commission partnership

**This guide is for applicants seeking partnership or involvement from the Clinical Excellence Commission (CEC) in Translational Research Grants Scheme (TRGS) proposals**

### About the CEC

The CEC provides leadership in patient safety and quality in NSW to improve healthcare for patients. We are safety specialists committed to continuous improvement of patient safety and the experience of care for the people of NSW. Our partners are key to our success.

TRGS applicants are encouraged to identify and engage with relevant partners and agencies for the effective delivery of their research project and implementation of the outcomes in NSW.

To facilitate meaningful engagement, review and support of applications in a timely manner, an early and ongoing dialogue is required with the relevant CEC directorate/program team.

### Confidentiality

The CEC maintains confidentiality through limited sharing of proposal information to only those necessary to comment on support and endorsement. We may also share proposals with research managers from other NSW state-level organisations (e.g. ACI, eHealth NSW, HETI, Cancer Institute NSW, NSW Health Pathology) where we think the project is a better fit or complementary fit for the work those agencies lead.

### Levels of partnership

The figure below outlines the different levels of partnership with the CEC that TRGS applications may consider when approaching the CEC for support.

Inform	Consult	Involve	Collaborate
<ul style="list-style-type: none"><li>• Regular updates provided to CEC</li><li>• Results may inform future CEC policies and programs</li></ul>	<ul style="list-style-type: none"><li>• Research team seeks advice from CEC on an as-needed basis for safety and quality issues</li><li>• General advice on scale up and spread, stakeholder engagement</li></ul>	<ul style="list-style-type: none"><li>• CEC actively contributes to an advisory committee, steering committee and/or working group</li><li>• CEC actively supports knowledge dissemination among networks</li></ul>	<ul style="list-style-type: none"><li>• CEC contributes to the co-design of the project, or analysis of findings</li><li>• Findings can be directly integrated into CEC policies and programs to support implementation</li></ul>

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### Stage 1: Expressions of Interest (EOI)



#### 1. Early engagement

Applicants seeking CEC partnership or involvement in their TRGS proposals should discuss their proposal with the relevant CEC directorate/program team whilst the EOI is in draft form.

#### 2. Review of proposal

Applicants should send a draft TRGS EOI to the CEC to allow time to review the proposal. The TRGS EOI should document the CEC's role and resource commitment, outlining:

- The person or program at the CEC contacted
- The level of CEC support requested
- The anticipated time commitment required from CEC staff.

Draft expressions of interest must be sent to the CEC **no later than 4 weeks prior to the host organisation closing date** for EOI. Please include [CEC-Knowledge@health.nsw.gov.au](mailto:CEC-Knowledge@health.nsw.gov.au) in your correspondence.

#### 3. Preliminary decision and approval

When you have finalised and submitted your EOI, requests for CEC partnership/involvement will be assessed on the following criteria:

- Alignment with the CEC Strategic Plan
- Alignment with specific priorities within the partnering directorate/program work plan
- The feasibility of participation from the CEC.

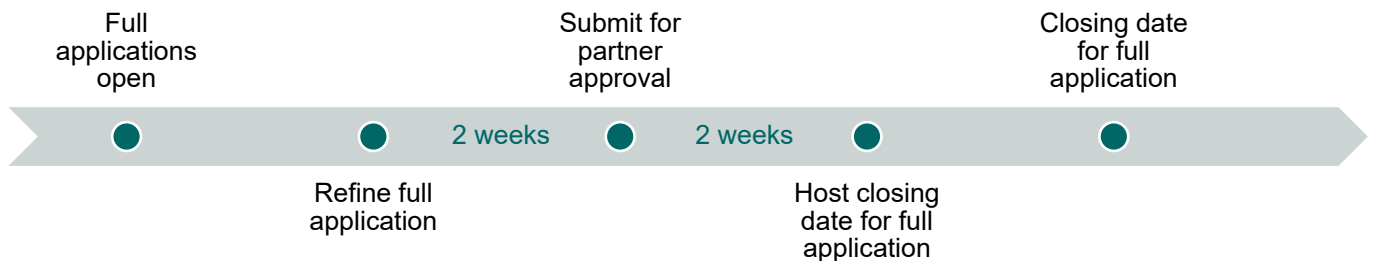
A decision on CEC partnership or involvement will be provided to applicants in writing.

**Please allow 2 weeks for the decision part of the process.**

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### Stage 2: Invitation to progress to full application



#### 1. Refine full application

Applicants should obtain clarity about the role of the CEC and/or CEC staff prior to developing the full application.

Draft full applications must be sent to the relevant CEC team **no later than 4 weeks prior to the host organisation closing date**. Please include [CEC-Knowledge@health.nsw.gov.au](mailto:CEC-Knowledge@health.nsw.gov.au) in your correspondence.

#### 2. Partner approval

Applications listing CEC as a partner organisation require the approval of the Chief Executive and/or Director. CEC staff from relevant programs are required to prepare a partnership proposal form and brief and/or meet with the Chief Executive to discuss the request prior to approval.

**Please allow 2 weeks for the approval part of this process.**

For general research enquiries, and to provide feedback on this process, please contact:  
Principal Lead, Research, Evaluation & Knowledge: [CEC-Knowledge@health.nsw.gov.au](mailto:CEC-Knowledge@health.nsw.gov.au)

**Acknowledgement:** The Clinical Excellence Commission acknowledges the Agency for Clinical Innovation in the development of this guide. This document is based on the “Translational Research Grants Scheme: Guide to applicants seeking ACI endorsement” published in 2018.

Guide for applicants seeking CEC partnership: Translational Research Grants Scheme  
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### Program contacts

Directorate	Topic area	Email address
Capability and Culture	Clinical Communication Person-centred care Safety Culture Team effectiveness	<a href="mailto:CEC-TeamEffectiveness@health.nsw.gov.au">CEC-TeamEffectiveness@health.nsw.gov.au</a>
	Quality improvement Safety and improvement capability building	<a href="mailto:CEC-Academy@health.nsw.gov.au">CEC-Academy@health.nsw.gov.au</a>
Patient Safety and Medical Patient Safety	Blood and blood products	<a href="mailto:CEC-BloodWatch@health.nsw.gov.au">CEC-BloodWatch@health.nsw.gov.au</a>
	COVID-19 infection control	<a href="mailto:CEC-COVID19@health.nsw.gov.au">CEC-COVID19@health.nsw.gov.au</a>
	Deaths under anaesthesia	<a href="mailto:CEC-SCIDUA@health.nsw.gov.au">CEC-SCIDUA@health.nsw.gov.au</a>
	Healthcare associated infections Infection prevention and control	<a href="mailto:CEC-HAI@health.nsw.gov.au">CEC-HAI@health.nsw.gov.au</a>
	Incident management	<a href="mailto:CEC-PatientSafety@health.nsw.gov.au">CEC-PatientSafety@health.nsw.gov.au</a>
	Surgical mortality	<a href="mailto:CEC-CHASM@health.nsw.gov.au">CEC-CHASM@health.nsw.gov.au</a>
Systems Improvement	Antimicrobials	<a href="mailto:CEC-AMS@health.nsw.gov.au">CEC-AMS@health.nsw.gov.au</a>
	Deteriorating patients	<a href="mailto:CEC-BetweentheFlags@health.nsw.gov.au">CEC-BetweentheFlags@health.nsw.gov.au</a>
	Falls Older people Pressure injury	<a href="mailto:CEC-OPPSP@health.nsw.gov.au">CEC-OPPSP@health.nsw.gov.au</a>
	Maternity and neonates	<a href="mailto:CEC-Maternity@health.nsw.gov.au">CEC-Maternity@health.nsw.gov.au</a>
	Medication safety	<a href="mailto:CEC-MedicationSafety@health.nsw.gov.au">CEC-MedicationSafety@health.nsw.gov.au</a>
	Mental health	<a href="mailto:CEC-MHPSP@health.nsw.gov.au">CEC-MHPSP@health.nsw.gov.au</a>
	Paediatrics	<a href="mailto:CEC-Paediatrics@health.nsw.gov.au">CEC-Paediatrics@health.nsw.gov.au</a>
	Sepsis	<a href="mailto:CEC-Sepsis@health.nsw.gov.au">CEC-Sepsis@health.nsw.gov.au</a>
	Venous thromboembolism	<a href="mailto:CEC-Stopclots@health.nsw.gov.au">CEC-Stopclots@health.nsw.gov.au</a>

If no response is received from these inboxes, please contact [CEC-Knowledge@health.nsw.gov.au](mailto:CEC-Knowledge@health.nsw.gov.au)