

**Research Guidance**  
**European Research Paediatric Emergency Medicine Network**  
**REPEM**



The aim of REPEM is to stimulate multicenter (international) research projects that improve Pediatric Emergency Medicine research.

REPEM research projects may include centers/organisations outside REPEM as well, but the guidance below applies to studies that are primarily based on REPEM participants. Research proposals that invite some REPEM members as a minority (e.g. added to other collaborative research networks) need to be submitted through the same process below as well, but will be reviewed for relevance to the REPEM agenda and importance to pediatric emergency medicine only. Also, these research proposals will have one decision phase only, without feedback/resubmission phase.

Research proposals must include at least one REPEM member in the study team, and may be submitted twice a year on the standard REPEM study proposal form (see table). These will be discussed at Steering Committee meetings. It is not mandatory but recommended to one of the REPEM Steering Committee members as participant in the study in order to ensure high quality research and procedures endorsed by REPEM are followed. Otherwise, Chief investigators are encouraged to include other REPEM members outside their institution with specific expertise for the study added to the expertise in their own research group. Research content and quality will be reviewed by a representative number of the Steering Committee (SC) to ensure high methodologic rigour. These SC members will be identified through voluntary contribution, and this is the final approval step.

Proposals can be submitted using the research proposal submission form as present on the website, and should be sent to: [repep.secretary@gmail.com](mailto:repep.secretary@gmail.com).

Research proposals will be evaluated using the following criteria (Appendix 1):

- Study aims
- Study methods
- Congruent with the current REPEM research agenda (see *Research priorities for European Paediatric emergency medicine, Bressan et al. ADC 2019, doi:10.1136*)
- Importance to pediatric emergency medicine
- Quality of the study
- Feasibility (objectives to be achieved, realistic timetable, recruitment of patients plan AND recruitment participating centers plan)
- Quality of the research group

The review phase will contain one feedback round on these criteria. Proposals are not limited to the REPEM research agenda topics, but it is one of the criteria. Projects should be judged *fair* or higher for *'relevance'* and *'overall quality'* to enter a resubmission phase for final decisions.

**Timeline evaluation proposals:**

Date submission first draft	Feedback to Chief Investigator	Date submission revised project	Final decision	Presentation to REPEM
Dec year	Februar year+1	May year+1	June year +1	At EUSEM

June year	Sept year	Oct year	Dec year+1	Email in Jan year+1
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Initiation of recruitment of participating centers will be planned after approval, by taking into account other ongoing surveys/research activities. The Chief Investigator is responsible to invite participating centers. Information on the study to the participating centers should include preparatory plan, number of patients to be included per center, timeline, and that it has been adopted by REPEM. The Steering Committee is informed on progress of recruitment of participating centers, and decides upon initiating the actual study.

The Chief Investigator is responsible to Ethics regulation, development of data registry system (e.g. RedCap or similar), distributing data transfer agreements (example Appendix 5). Participation will always be voluntary for centers.

The Chief Investigator is obliged to inform the REPEM steering committee twice a year. The Chief Investigator is obliged to inform REPEM members on the progress of the study (at least annually during the annual REPEM meeting (Appendix 2 (attendance at own costs)), to provide an annual report (Appendix 3) and to provide a short summary of progress on the REPEM website.

The Chief Investigator is obliged for providing a publication plan (Appendix 4). Authorship of any resulting publications must be “on behalf of REPEM”, and the REPEM logo must appear in any scientific oral or poster presentations. Authorship for individuals should follow authorship guidelines laid out in the REPEM operational policy. It is not mandatory but recommended to one of the REPEM Steering Committee members as co-author in order to ensure high quality research and procedures endorsed by REPEM are followed. Otherwise, Chief investigators are encouraged to include other REPEM members outside their institution with specific expertise for the study added to the expertise of their own research group. Those who provide significant contribution at a site level should be recognized through inclusion in the acknowledgements or contributors section, depending on the journal.