

Definitions used to collect research performance metrics

For all metrics, if a study/grant is shared across more than one directorate please ensure the Clinical Research & Innovation Office (CRIO) knows the split (agreed by all parties), so we can accurately count such metrics as income, accruals etc., so ensuring we are not double counting.

1. Number of Research Active Staff (Requested Annually)

Number of Research Active staff includes all staff that falls under each of the following three categories:

Research Active - University staff on clinical research (teaching/research and teaching) contracts and STH staff who are CI or PI on an active grant funded or commercially sponsored study or made a significant contribution to writing a research publication or grant application in the last year

Contributor - Staff that are named on a publication or grant application in the last year (they did not help deliver the research or write the research publication) and/or staff who help deliver an intervention as part of a research project

Infrastructure - Staff who are not named on a grant application or publication in the last year, for example staff who collect data and facilitate recruitment to studies including commercial studies

Please add the number of Research Active staff only to the POF under Objective 1. Contributor and Infrastructure staff should be added under the Directorate specific KPIs (as shown on the form – 9a and 9b).

2. Number of Research Publications (Requested Annually in April)

Included

- Full journal articles in peer-reviewed publications (select 'Journal Articles' in 'Type' in myPublications)
- Systematic reviews (other reviews are omitted) in peer-reviewed publications

Excluded

- Anything in a non-peer review publication
- Reviews are omitted unless they are systematic reviews
- Conference notes
- Letters
- Abstracts
- Case studies
- Large Group Reports

The following metrics are collected quarterly over the time period 1st April 2017 to 31st March 2018. Each quarter's data will be sent out to you for verification.

3. Grant Activity Data

There are four categories under Grant Activity Data:

- 3.1 Number of Grant Applications submitted
- 3.2 Number of grants awarded
- 3.3.Total value of successful grant applications

The above mentioned categories are described in full detail below, but please note that they are all interlinked. Therefore any grant information included under any of the categories should meet the eligibility criteria set out in point 3.1.

3.1. Number of Grant Applications submitted

Grant applications (outline and full) counted are those where the lead applicant or co-applicant for a **Clinical** research project are from a Sheffield based institution. The application can be University-led, but it must be a **clinical project** that involves STH patients, staff as participants and/or facilities, and will therefore involve some flow of income to STH. The grant must also meet one of the following criteria:

- Application submitted to a National funding body, and is eligible for portfolio adoption.
- Local or national charity grant, where the application is peer reviewed and the project is eligible for portfolio adoption.
- Commercial grant, if eligible for Portfolio adoption.

To find out which projects are eligible for NIHR portfolio adoption please [click here](#)

If you are PI and helped to prepare and write a grant application, you should be re-named within the CRIO Research Management Systems (RMS) as a co-applicant, such that the grant application can be counted.

3.2. Number of grants awarded

The number of externally funded grants awarded in any quarter. Only those grant applications **included in Metric 3.1 that meet the above mentioned criteria** can be included in this section. (It is acknowledged that there will be a significant lag between submission and award). The award date is the date taken from the award letter or e-mail from the funder. This number does not reflect the size or complexity of a grant

In all cases RMS must be updated for the CRIO to be able to collect this information.

3.3. Total value of successful grant applications

The total value of the successful grant applications awarded per quarter (**taken from Metric 3.2 'Number of grants awarded'**). This is the total value of the full grant award, and is collected in RMS by the CRIO.

The total value of any grants led by a University should include Full Economic Costing (fEC)

4. STH Research Income (Portfolio and non-Portfolio)

There are two separate categories under Research Income:

- 4.1. STH Grant Funded Research Cost and Commercial Income Received
- 4.2. Other STH Income - Supporting Delivery

Metric 4.1 is the STH income that the directorate has acquired from external sources, for studies that are currently active (Portfolio and non-Portfolio). Metric 4.2 demonstrate the total STH income that has been allocated to the directorate, by the Trust, to support the delivery of research.

4.1. STH Grant and Commercial Income

This value is the total STH research income for the directorate, which is the sum of the monies from the following sources:

- Grants Research – Cost Recovery (Portfolio and Non-portfolio studies)
- Commercial Income – Full Cost recovery (Portfolio and Non-Portfolio studies)
- Other Research Income

4.2. STH Other Funding Sources Supporting Delivery

This value is the total research income for the directorate, which is the sum of the monies from the following sources:

- CRN Non-Commercial Portfolio Delivery Allocation
- Research Lead/Research Director
- CRF Experimental Medicine
- CRN Infrastructure Support
- RCF
- Charitable Fund - Research PA Funding

The data for metrics 4.1 and 4.2 are collected by the STH Research Finance Department; a breakdown of each Directorate's research income (based on the aforementioned categories) will be provided by the STH Research Finance Department on a Quarterly basis.

5. Number of active portfolio studies

Indicates the number of active (not closed at site) portfolio grant and portfolio commercial studies per quarter.

If you add a study to the metrics the CRIO supplies please ensure we are given the STH number, so we can ensure RMS is updated accordingly.

6. Total number of patient accruals to studies

This is the number of patients and/or participants recruited into portfolio grant and portfolio commercial studies in any given quarter as obtained from Y&H CRN.

If you amend the patient accrual figure provided by the CRIO, please ensure that this matches the information that is supplied to the CRN.

The following metrics are collected for NIHR Performance in Initiating and Delivering Clinical Research. This data will be populated by the CRIO in arrears.

7. 70 day Benchmark *

Clinical trials meeting the NIHR 70 day benchmark from receipt of a Valid Research Application to Recruitment of First Eligible Patient. Performance is adjusted based on the source of delay; those studies where the delay has not been attributed to the NHS or yet to recruit but are still within the 70 day period are excluded from the analysis. This includes every clinical trial (regardless of funder or inclusion in NIHR CRN Portfolio) for which the Trust gave NHS permission in the previous twelve months.

8. Recruitment to Time & Target *

Closed clinical trials that have met the agreed NIHR Recruitment to time and target benchmark. Performance is measured on closed studies having met the agreed recruitment target within the agreed recruitment window. Recruitment to time and target performance data is not adjusted. This includes every commercial contract clinical trial hosted by the Trust and closed in the previous twelve months.

(*) Allows Trust performance to be compared to other reporting Trusts.

9. Directorate specific KPIs (optional)

Each directorate should include any additional metrics for their research outputs that are not adequately captured in the above metrics. These metrics should be developed by the directorate and agreed in advance with the STH Research Committee.

For example, you may wish to highlight your directorate's non-portfolio research and/or the collaborations you have with the University in this section.

All metrics must be measurable.

Please include the following categories of staff under this section:

- 9a. Contributor Staff.
- 9b. Infrastructure Staff.

Examples of additional Directorate KPIS you may wish to add are as follows:

- UoS Grants submitted.
- Number of non-portfolio Grants (commercial and non-commercial) submitted.
- UoS Grants awarded.
- Number of non-portfolio Grants (commercial and non-commercial) awarded.
- Total value of successful grant applications to UoS.
- Amount of commercial income to UoS.
- Number of Commercial Studies.