

## Faculty of Psychiatry of Old Age research project guidelines

*Guidelines for the research project to be submitted by trainees and Fellows completing a Certificate of Advanced Training in Psychiatry of Old Age.*

The aims of the Faculty of Psychiatry of Old Age research project are:

- i. to provide trainees with experience in research and evaluation in old age psychiatry
- ii. to develop trainees' skills in critical appraisal of published scientific research in old age psychiatry, including addressing problems in study design, measurement and statistical analysis
- iii. to encourage trainees to publish their work.

The project may be either:

- i. a review in which the trainee applies evidence-based principles to interpret new knowledge and critically analyse research reports relevant to old age psychiatry; or
- ii. a research or evaluative study relevant to old age psychiatry utilising appropriate scientific method. (Please include the institutional Ethics Committee approval with the submission.)

If you are uncertain about the suitability of your proposed topic for the project, discuss it with your Director of Advanced Training in psychiatry of old age.

### Word count

The research project should be 3000–5000 words (text) in length.

- Projects above these word limits will be returned unmarked.
- The word count will include all headings, footnotes, tables and appendices.
  - Explanatory footnotes are not to be included in the reference list; rather they must occur at the appropriate point in the text and be included in the word count.
- The word count will exclude any de-identification disclaimer, index/table of contents and references/bibliography. Figures and diagrams are also excluded from the word count.
- Trainees are advised to format their references in a separate reference list/bibliography at the end of the project and to use superscript numbers in the body of the project, as these can be excluded from the word count.

### Format:

- 2.5cm margins, 12 point font, 1.5cm line spacing and page numbers.

### Submission:

- Projects must be submitted electronically as a Word document to the Chair of the Subcommittee of Advanced Training in Psychiatry of Old Age (SATPOA) via the College training team at [training@ranzcp.org](mailto:training@ranzcp.org).
- Projects can be submitted for marking at any time.
- SATPOA will endeavour to have it marked 6–8 weeks from receipt.
- All submitted projects are to be signed off by the trainee's Director of Advanced Training and include a signed statement by the trainee that it is their own work (or if it is a part of a larger body of work, how much of it has been completed by the trainee).

**Marking:**

- The standard to pass is 'potentially publishable' in an appropriate peer-reviewed medical or scientific journal. By this we mean a piece of work that is suitable for publication with no more than minor revisions, e.g. editing for length; clarification of some of the methods, results or discussion; amplification of aspects of the literature review.
- SATPOA advises trainees to seek the opinion of a Faculty academic about their project before submission.
- If the examiners feel that the project requires major revisions for publication, e.g. if there are serious omissions of any literature review; major methodological problems in an empirical study that aren't otherwise dealt with; serious deficiencies in critical appraisal, the project will be failed.
- All failures are re-marked by an independent examiner from the training committee and verified by the Subcommittee Chair. Projects that fail can be resubmitted in revised form on a maximum of 2 occasions.