

## **NIHR Coordinated System for gaining NHS Permission (NIHR CSP)**

**Information for researchers within  
Norfolk & Suffolk CLRN applying for  
NHS permission for research**

# Applying for NHS Permission for research

## Information for researchers in Norfolk & Suffolk CLRN

The new National Institute for Health Research (NIHR) Coordinated System for gaining NHS Permissions (NIHR CSP) is being introduced in the NHS in England from **18 November 2008** for NIHR Clinical Research Network Portfolio studies.

NIHR CSP will streamline the processes by which NHS Trusts provide permission (sometimes known as R&D approval) for new research and reduce duplication in NHS review processes. NIHR CSP will have a single entry point, via the Integrated Research Application System (IRAS), so that researchers will be able to apply for permission from all NHS sites in England through a single gateway.

Researchers wishing to gain NHS permissions from **18 November 2008** should note the following important changes:

1. From 18 November, researchers submitting a new application for NHS permission for a study that is automatically eligible for the NIHR Clinical Research Network Portfolio, or that requires formal consideration prior to acceptance on the Portfolio, should apply for NHS permissions via NIHR CSP.
2. Initially, NIHR CSP will not be available for studies not included in the NIHR Clinical Research Network Portfolio. Researchers whose study is not eligible for the Portfolio should continue to seek permission directly from the NHS Trusts involved in the study.
3. The eligibility criteria for inclusion of studies on the NIHR Clinical Research Network Portfolio have been set out by the Department of Health and this guidance can be accessed at: [http://www.crnc.nihr.ac.uk/about\\_us/processes/portfolio/p\\_eligibility/](http://www.crnc.nihr.ac.uk/about_us/processes/portfolio/p_eligibility/)
4. Applications for NHS Permission through NIHR CSP must be made via the Integrated Research Application System (IRAS) at the following link: [www.myresearchproject.org.uk](http://www.myresearchproject.org.uk)
5. Further information on NIHR CSP is available at: <http://www.crnc.nihr.ac.uk/index/clinical/csp.html>. Please email queries to [crnc.csp@nihr.ac.uk](mailto:crnc.csp@nihr.ac.uk)

Researchers who have submitted an application via IRAS but have opted not to use CSP for gaining approval should continue to seek permission directly from the NHS Trusts involved in the study.

## Further details

### NIHR Clinical Research Network Portfolio

The NIHR Clinical Research Network Portfolio comprises a set of research projects which meet a set of eligibility criteria and must meet the definition of 'Research' as laid out in the following guidance:

[http://www.crnc.nihr.ac.uk/Resources/NIHR%20CRN%20CC/Portfolio/Documents/Eligibility%20Criteria%20for%20NIHR%20Clinical%20Research%20Network%20Support%20-%20Version%204%20\(February%202011\).pdf](http://www.crnc.nihr.ac.uk/Resources/NIHR%20CRN%20CC/Portfolio/Documents/Eligibility%20Criteria%20for%20NIHR%20Clinical%20Research%20Network%20Support%20-%20Version%204%20(February%202011).pdf)

The advantages to a study being adopted onto the NIHR Clinical Research Network Portfolio are

- The study is eligible for NHS Service Support funding i.e. the costs associated with the NHS hosting a study (blood test, MRI scans, clinician time taken to consent patients, etc). Further details on what constitutes NHS Service Support costs are available at [http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH\\_097628](http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_097628) or through your local R&D Office.
- The study is eligible for set up support from an NIHR Clinical Research Network
- NHS permission for research (i.e. R&D approval) will be facilitated through the NIHR Coordinated System for gaining NHS Permission (NIHR CSP).

If your study is not eligible for the NIHR Clinical Research Network Portfolio then it will not receive the support listed above. When applying for NHS permission to undertake a study not adopted onto the NIHR Clinical Research Network Portfolio please contact your local Trust or University R&D Office for advice. See below for contact details.

### NIHR CSP Summary

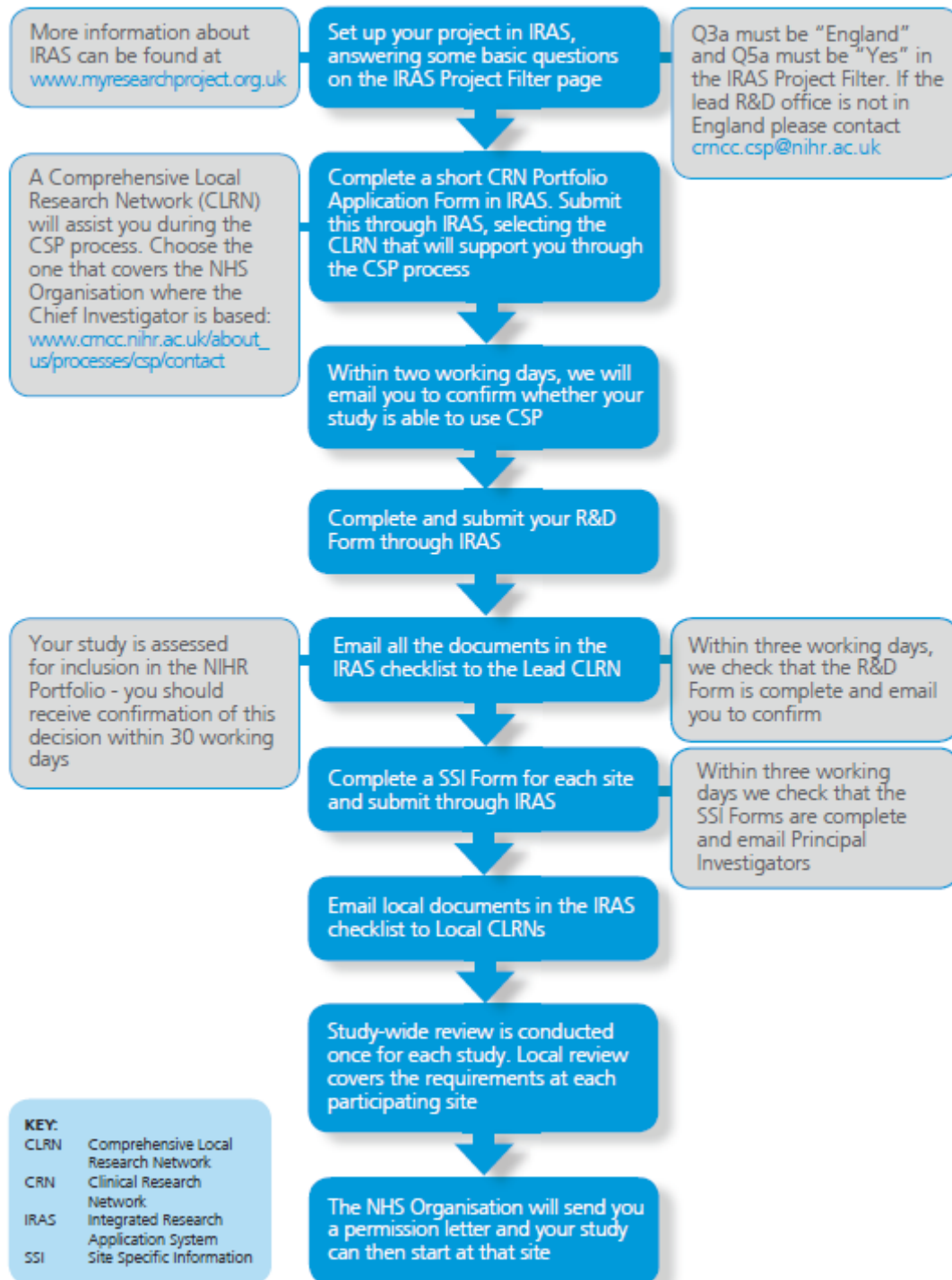
The NIHR Coordinated System for gaining NHS Permission (CSP) is a nationally streamlined and standardised process for NHS permission (sometimes called R&D approval) and has been available from 18<sup>th</sup> November 2008.

The benefits of NIHR CSP are

- **A single point of entry for all NHS approvals** – electronic via IRAS followed up by emailed study documents
- **A streamlined, standardised system of research governance review** – the same review no matter what Trust is applied to and transparency about what that review consists of.
- **Reduction in duplication in the NHS review process** – the governance checks that are relevant to the study as a whole are done once and only once (study-wide checks); the governance checks that are relevant to the local site are done specifically for that site (local checks).

Within the Norfolk & Suffolk CLRN, all the local Trust R&D offices along with staff from the CLRN core team will be part of the operation of CSP.

# Gaining NHS Permission for your clinical research study



If you are in any doubt about any aspect of applying for NHS permission for research please seek advice from the R&D Office that manages research for your employing organisation.

## Contact details

### **Norfolk & Suffolk CLRN**

Tel: 01603 288317. Email: [norfolksuffolk.clrn@nnuh.nhs.uk](mailto:norfolksuffolk.clrn@nnuh.nhs.uk)

Website: <http://norfolk-suffolk.crncc.nihr.ac.uk>

### Portfolio queries

David Ward, Tel: 01603 289818, email [david.ward@nnuh.nhs.uk](mailto:david.ward@nnuh.nhs.uk)

### General CSP or Research Management and Governance queries

Natalie Barber, Tel: 01603 286616 email: [Natalie.barber@nnuh.nhs.uk](mailto:Natalie.barber@nnuh.nhs.uk)

### CSP Email Address for Project documents for R&D approval via CSP

[Nnu-tr.NSCLRN@nhs.net](mailto:Nnu-tr.NSCLRN@nhs.net)

## Trust R&D Offices

### Norfolk and Norwich University Hospitals Foundation NHS Trust

Tel: 01603 287408, Email: [rdoffice@nnuh.nhs.uk](mailto:rdoffice@nnuh.nhs.uk)

Website: <http://www.nnuh.nhs.uk/Dept.asp?ID=60>

### The Ipswich Hospital NHS Trust (also covering Suffolk Mental Health Partnership)

Tel: 01473 704343, Email: [research.office@ipswichhospital.nhs.uk](mailto:research.office@ipswichhospital.nhs.uk)

Website: <http://www.ipswichhospital.net/microsites/research/default.asp>

### James Paget University Hospitals NHS Foundation Trust

Tel: 01493 4531202, Email: [Karen.reavell@jpaget.nhs.uk](mailto:Karen.reavell@jpaget.nhs.uk)

### NHS Norfolk (covering NHS Great Yarmouth & Waveney, NHS Suffolk and Norfolk Community Health & Care)

Tel: 01603 257283, Email: [Paul.mills@norfolk.nhs.uk](mailto:Paul.mills@norfolk.nhs.uk)

Website: [www.norfolk.nhs.uk/research](http://www.norfolk.nhs.uk/research)

### Norfolk & Waveney Mental Health Foundation NHS Trust

Tel: 01603 421421 (x8145), Email: [bonnie.teague@nwmhp.nhs.uk](mailto:bonnie.teague@nwmhp.nhs.uk)

Website: <http://www.nwmhft.nhs.uk/en/AboutUs/Research-and-Development1/>

### East of England Ambulance Service NHS Trust

Tel: 07971 287986. Email: [theresa.foster@eastamb.nhs.uk](mailto:theresa.foster@eastamb.nhs.uk)

Website: <http://www.eastamb.nhs.uk/research>

## **University of East Anglia R&D Offices**

Research, Enterprise and Engagement Office – Sue Steel and Tracy Moulton  
Tel: 01603 591486

Faculty of Health Research Office – Rachael Mold and Yvonne Kirkham  
Tel: 01603 593949

Faculty of Science Research Office – Helen Brownlee, Michelle Harris and Debbie Graver. Tel: 01603 591702

Faculty of Social Sciences Research Office – Julia Warner  
Tel; 01603 593619