



**College of Intensive Care Medicine
of Australia and New Zealand
ABN: 16 134 292 103**

CICM FORMAL PROJECT ASSESSMENT FORM

Trainee Name: Click here to enter text.	Reviewer: Click here to enter text.	
Submission Date: Click here to enter a date.	First Submission <input type="checkbox"/>	Resubmission <input type="checkbox"/>
Title of Project:		
Type of Project: Choose an item.	Other:	

Minimum Criteria for Completion of Formal Project:

To be satisfied, the criteria must be considered and discussed adequately to demonstrate understanding of the relevant criteria as stated in the T-9 document: Formal Project Requirements.

Format & Presentation Requirements:	Requirement met?		
	Yes	No	N/A
1. Meets the format submission requirements for the journal Critical Care and Resuscitation including format, style and length			
2. Meets presentation requirements as set out in T-9: Formal Project Requirements			

The project must demonstrate the minimal criteria for the principles of investigation and research including:	Satisfactory?		
	Yes	No	N/A
3. A clear question or statement of the purpose of the report			
4. For a review paper: A structured literature review using relevant databases, evidence-based medicine techniques and specifying search criteria and methodology. Otherwise, a reasonable, up to date review of the literature based on the type of study reported.			
5. For prospective interventional studies: Appropriate study design and methodology to answer the question including bias minimisation strategies where relevant			
6. A description of any requisite, relevant ethical approval process			
7. When relevant, specification of sample size determination with inclusion and exclusion criteria where appropriate			
8. Specification of the primary outcome of the research			
9. Analysis appropriate to the study design			
10. Discussion based upon a summary of the main findings, relationship to existing knowledge and relevant contexts			
11. Potential study biases and limitations as appropriate			
12. Clear conclusions supported by the data or material presented and the relevant literature			
13. Reference accuracy using a recognised citation format – preferably that included in the Critical Care and Resuscitation guidelines for authors			
14. Clarity in the writing style and overall organisation of the report			
15. A statement of conflict of interests of all personnel involved in the research and sources of support as required			
Does this Formal Project meet all of the necessary requirements sufficiently to satisfy T-9: Formal Project Requirements and regulation 5.9?			
Should this Formal Project be approved in its current form?			

If No, Provide Additional Feedback form attached

Comments for author including reasons for failure to meet Formal Project requirements and advice for resubmission:

Please list the number corresponding to each criterion that was not met on page 1, after each number write a full description of why you believe that the standard has not been met. This will form the basis of feedback to the trainee, so it is important to be as clear as possible regarding all issues that must be addressed.