



Canada-UK HIV Rehabilitation Research Collaborative (CUHRRC) Terms of Reference for Steering Committee Members

The Canada-UK HIV and Rehabilitation Research Collaborative (CUHRRC) is an international research collaborative that includes people living with HIV, researchers, clinicians, representatives from AIDS service organizations, and policy stakeholders in Canada and the United Kingdom (UK) with an interest in HIV and rehabilitation research.

CUHRRC was established in October 2009 after a three day meeting held in London, UK (funded by a CIHR Meetings, Planning and Dissemination grant) aimed to establish partnerships with researchers, clinicians, and community organizations in Canada and the UK. Participants facilitated knowledge transfer and exchange on HIV and rehabilitation education, and service delivery; and developed an international collaborative research agenda to address research priorities in HIV and rehabilitation by establishing partnerships

Guiding Principles:

CUHRRC is based on the belief that forming partnerships and exchanging knowledge among countries with individuals experiencing similar types of disability related to HIV is a first step in bridging widespread clinical knowledge in the UK with the strong research foundation on HIV and rehabilitation in Canada.

CUHRRC aims to build on the enthusiasm of individual members to facilitate the advancement of research ideas and activities related to HIV and rehabilitation research. CUHRRC also supports the GIPA principle (Greater Involvement of People Living with HIV/AIDS).

Research Priorities:

The Steering Committee will collectively work with the broader CUHRRC membership to pursue a variety of research initiatives that address research priorities in HIV and rehabilitation identified by the Canadian Working Group on HIV and Rehabilitation (CWGHR)¹. The current research priorities in HIV and rehabilitation include:

1. Disability and episodic disability
2. Concurrent health conditions aging with HIV
3. HIV and the brain
4. Labour force and income support
5. Access to and effect of rehabilitation
6. Development and evaluation of outcome measurement tools

These priorities will be reviewed and updated regularly as new knowledge and priorities related to HIV and rehabilitation evolve in Canada and the UK.

Membership:

The CUHRRC Steering Committee will include representative(s) from the CWGHR, people living with HIV, clinicians and researchers in Canada and the UK.

Membership of the first Steering Committee is based on individuals involved in the funding application and/or organization of the inaugural CUHRRC meeting in the October 2009 meeting in London, UK. Steering Committee Membership will be reviewed on an annual basis. Any CUHRRC member can express interest in joining the Steering Committee.

Roles and Responsibilities for Steering Committee Members:

Primary roles and responsibilities of Steering Committee Members will be to:

- Provide leadership and vision for the overarching direction of CUHRRC
- Initiate and lead ongoing discussions, research activities and funding opportunities to facilitate increased coordination and enhanced opportunities for research on HIV, disability and rehabilitation.
- Participate in meetings of the Steering Committee to plan and implement research activities through CUHRRC in Canada and the UK.
- Participate in the development and review of knowledge translation materials and dissemination of research findings to community-based audiences.
- Facilitate the translation of research knowledge, progress and findings on HIV, disability and rehabilitation. This may include but are not limited to co-authoring peer reviewed publications, writing newsletter articles, developing factsheets and presenting at conferences.

Communication:

The CUHRRC Steering Committee will aim to meet via teleconference approximately 4 times per year (2 times as a Steering Committee and 2 times as broader CUHRRC membership) in addition to the specific meetings that relate to different research initiatives ongoing with CUHRRC members (as funding permits). Individual

communication among Steering Committee members and broader CUHRRRC membership will occur as needed.

The CUHRRRC Steering committee will also work collectively and with other CUHRRRC members as appropriate to apply for funding to facilitate a face-to-face meeting approximately every 2 years (as funding permits) in order to review, revise and pursue emerging and existing research priorities in HIV, disability and rehabilitation.

Access to Data:

Access to raw data related to this research collaborative will be limited to members directly involved as study investigators in the research activity and will adhere to research ethics board requirements. Steering Committee members not directly involved as study investigators may review anonymous portions of data to assist with the interpretations of findings.

Authorship:

Authorship of publications related to CUHRRRC activities will be negotiated as it relates to specific research projects and specific investigators involved in the work in accordance with the International Committee of Medical Journal Editors (ICMJE) Authorship Guidelines.²

References

¹ O'Brien K, Wilkins A, Zack E, Solomon P. Scoping the field: Identifying key research priorities in HIV and rehabilitation. AIDS and Behavior. April 2010, 14:2. 448-58. DOI 10.1007/s10461-009-9528-z

² International Committee of Medical Journal Editors. Uniform requirements for manuscripts submitted to biomedical journals: writing and editing for biomedical publication. Available at: http://www.icmje.org/urm_main.html. Accessed: October 6, 2010