



To Increase the Knowledge of Stakeholders in Research Study Grant Budgeting for Investigator Initiated Trials (IITs) Conducted in KKH

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Introduction

Grant variation of research studies are usually raised due to expenses that are missed during the initial grant budgeting. The approval of grant variation can take weeks to months, resulting in expenses not covered by the grant if the claim cut off time has missed, grant budget is insufficient or the grant has expired.

In other words, inaccurate grant budgeting can cause early termination of the study. An accurate grant budgeting is crucial to ensure smooth running of a study.

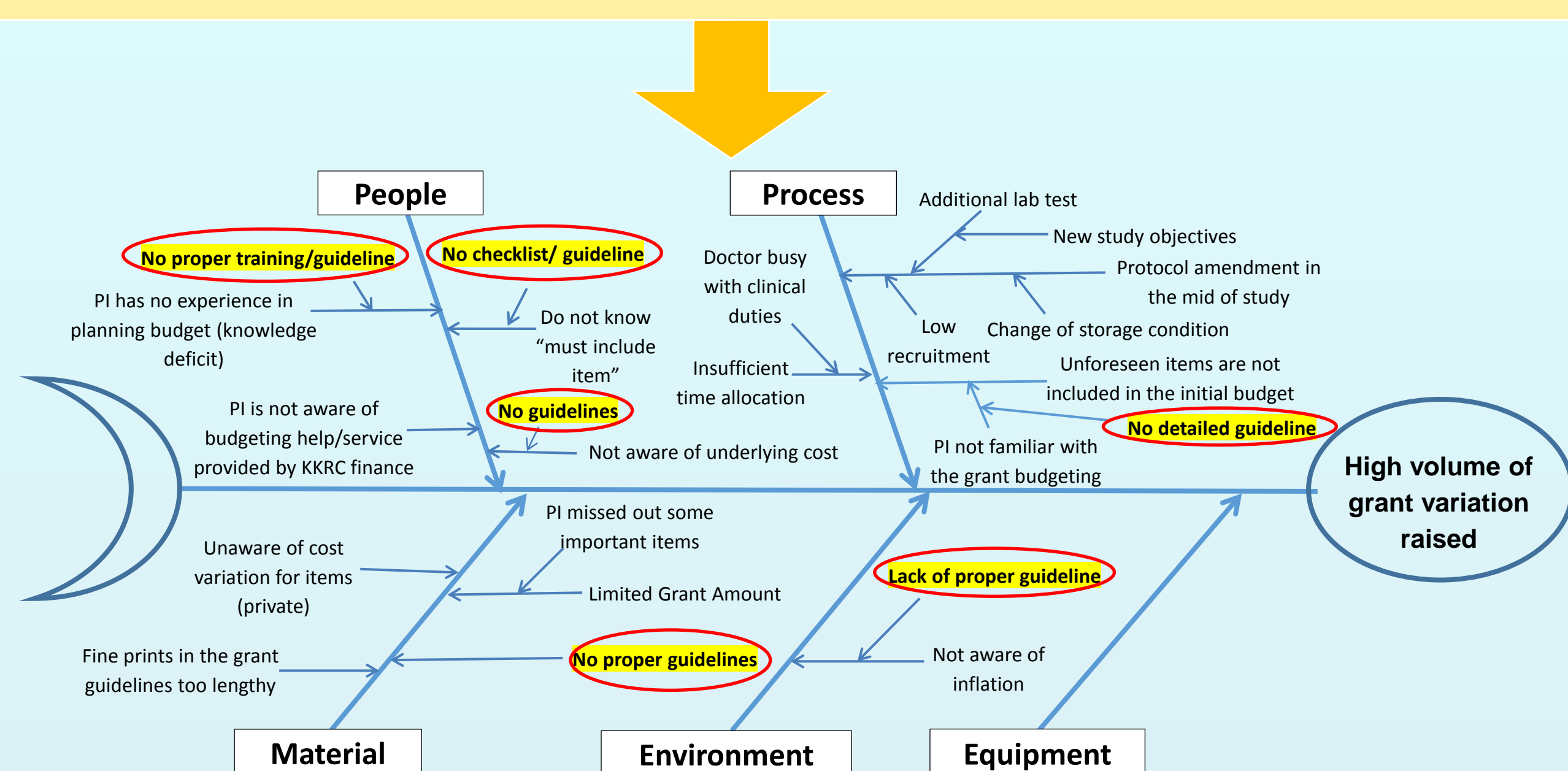
Aim

To increase the knowledge of stakeholders in research study grant budgeting for IITs conducted in KKH.

Methodology

Root Causes were Identified using Fish Bone Diagram

Targeted Root Cause : No Proper Guideline



Solution Development

Survey

Brainstorming

Step-by-step Grant Budgeting Workshop

Solution Implementation

A) Grant Budgeting Checklist (GBC)

- In PDF format that is user friendly.
- Designed according to study protocol workflow.
- Contained commonly missed items and estimated cost for common items.

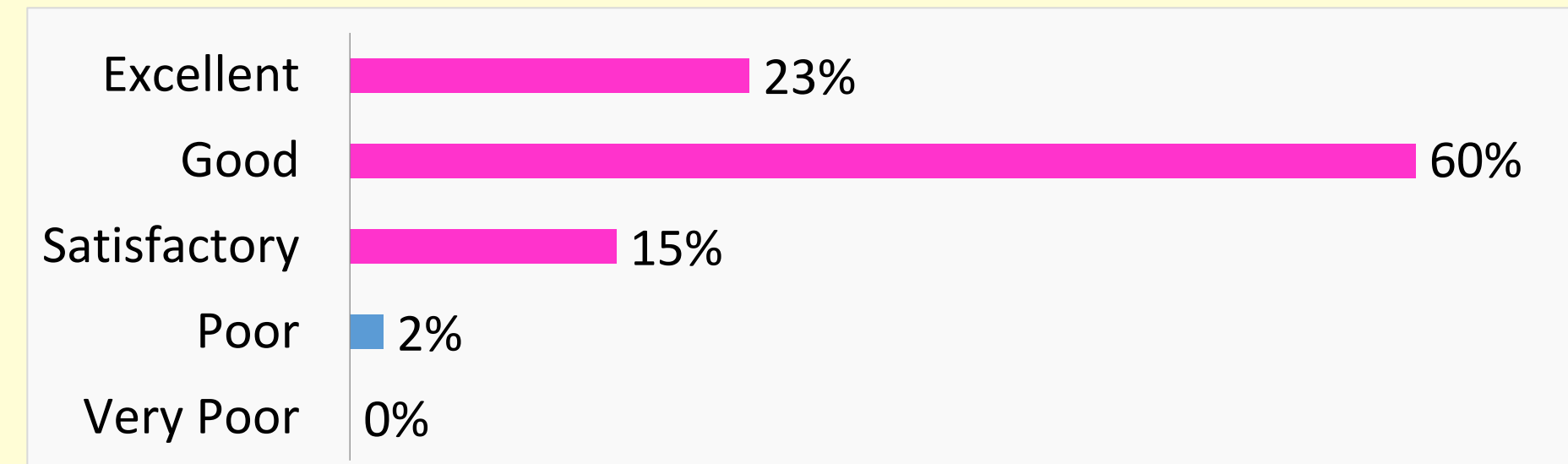
B) Frequently Asked Questions (FAQ)

C) Step-by-Step Grant Budgeting Workshop

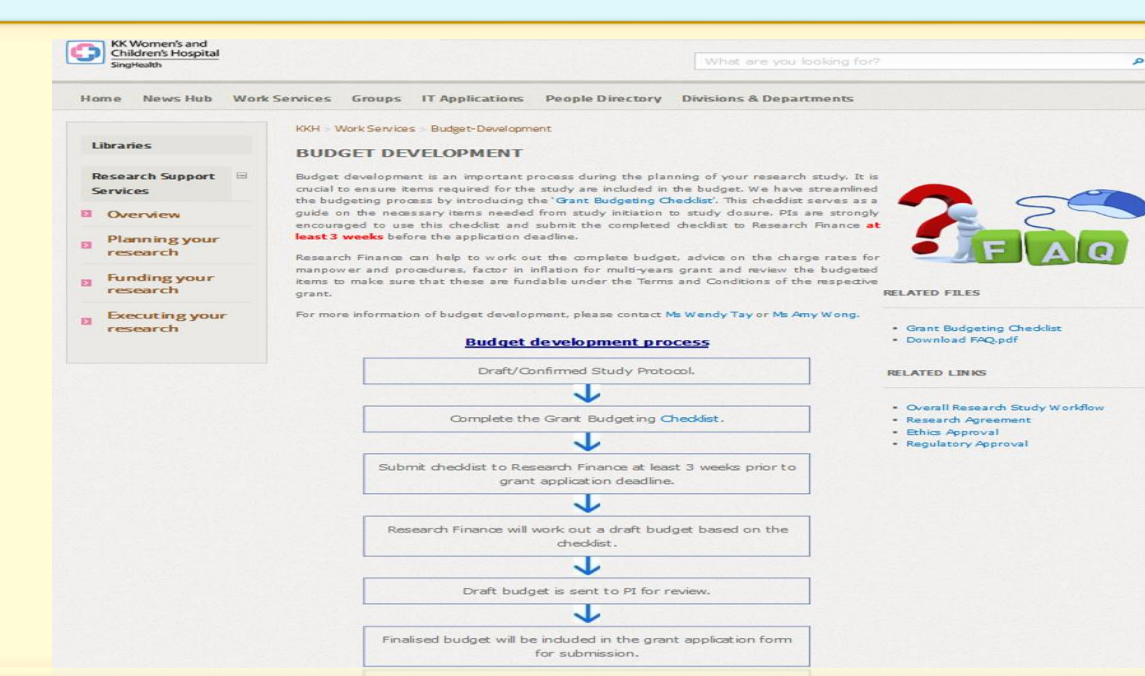
Post Implementation Survey

Results

1. 98% of stakeholders find that the GBC is useful (N = 53).

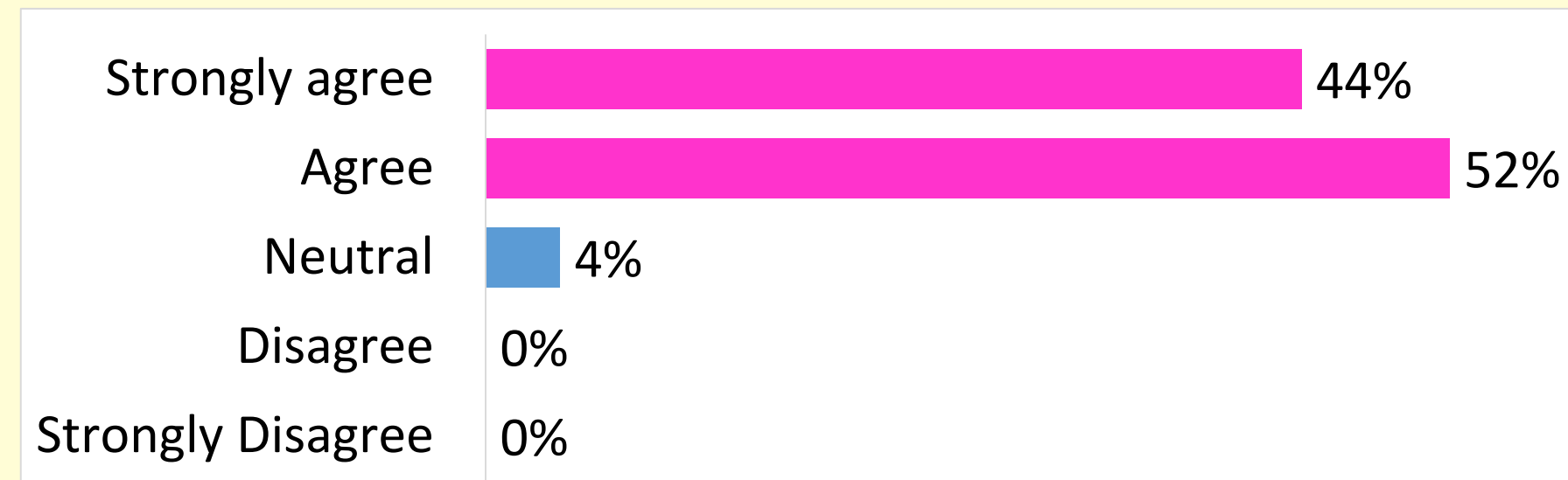


2. The GBC and FAQ are now available in KKH intranet.



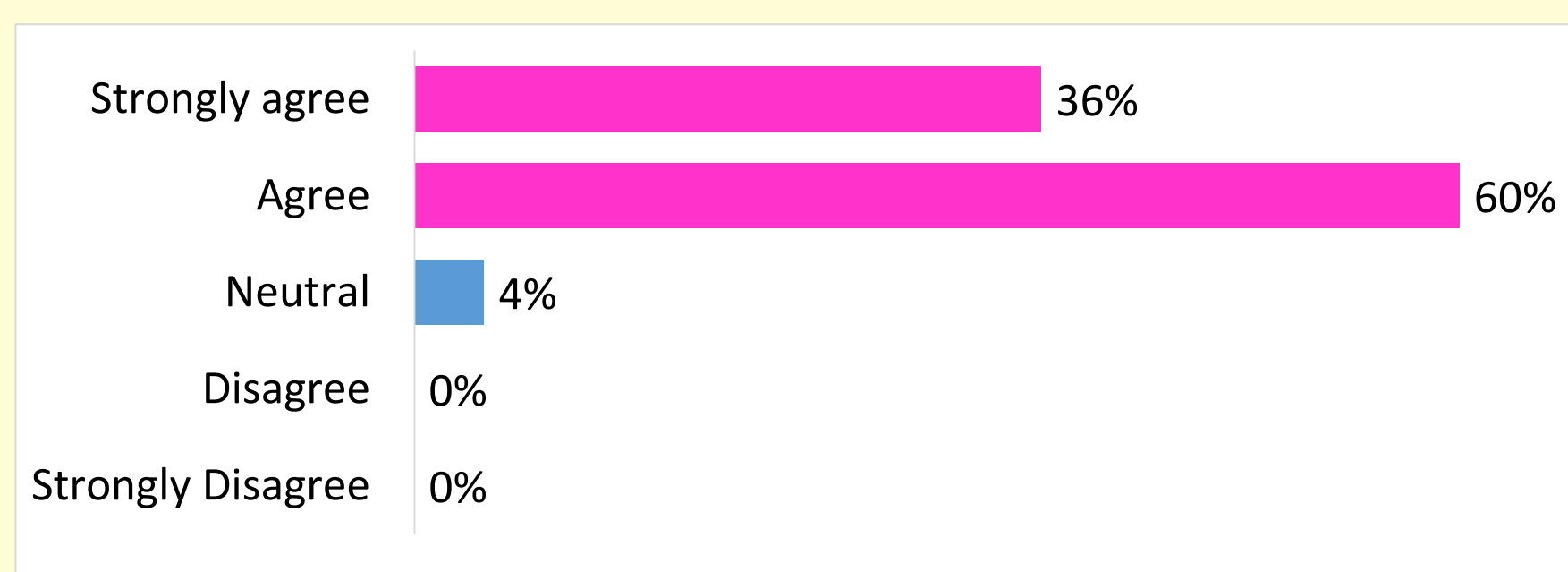
3. We have 25 stakeholders attended the Step-by-step Guide to Grant Budgeting workshop on 12 May 2016.

a. 96% of attendees responded that the GBC will help them to be more aware of and refresh their memory on what resources are needed in the grant budget.

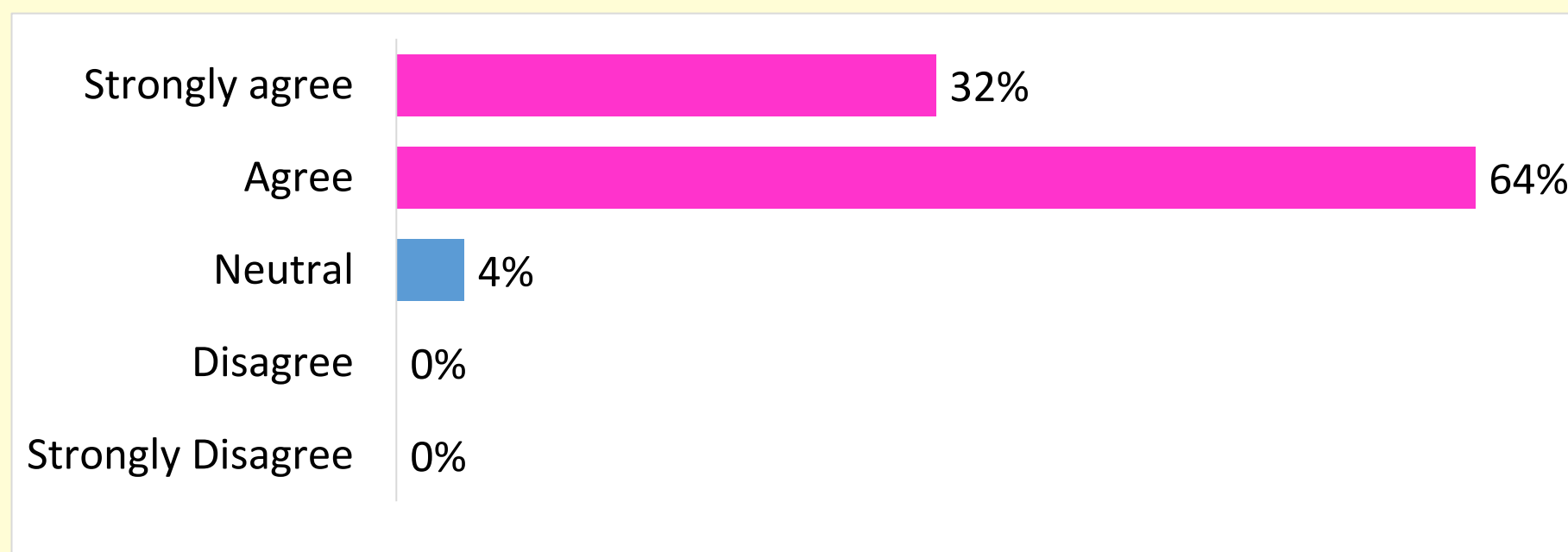


b. All respondents think that the new GBC is better than the old budget template.

c. 96% of attendees have higher confidence that the grant budget submitted for resources will have minimal grant variation when the trial starts.



d. 96% of attendees think that they will spend lesser time in grant budgeting using the new GBC, as compared to the old budget template.



e. All attendees agree or strongly agree that the workshop is helpful in planning for study budget.

Conclusion

The Grant Budgeting Checklist (GBC) and Frequently Asked Questions (FAQ) will serve as a guideline for our stakeholders to have a better understanding in grant budgeting.

With the GBC and FAQ, majority of the stakeholders have higher confidence that the grant budget submitted will be more accurate and will minimize grant variation needed.