

EXTERNAL

Iwi Health Board Research Consultation Policy

<p>The Iwi Health Board (IHB) welcomes health research requests from any individual or organisation who wish to consult Iwi/Maori in the Te Tau Ihu region in terms of their respective research projects.</p>	
Purpose:	<p>This policy outlines how health researchers access IHB for consultation of their research, study and or projects.</p>
Scope:	<p>This policy covers research requests generated from the health research community to the IHB in the Te Tau Ihu region.</p>
Definitions:	<p><u>Maori health research consultation</u></p> <p>Assistance is available to health researchers to access Maori consultation for health research studies and projects. This policy details how this occurs.</p> <p><u>Iwi Health Board</u></p> <p>The IHB works in partnership with the Nelson Marlborough District Health Board representing the eight manawhenua Iwi and Maata Waka of Te Tau Ihu o te Waka a Maui. The IHB was mandated by Memorandum of Agreement (He Kawenata) in 2001. This was reviewed in 2007, 2010 and 2014.</p>
Background:	<p>Disparities in health standards between Maori and non-Maori provide the basis for understanding the significance of research for Maori. High quality research is a key component in Maori health development, as it is essential that initiatives to resolve Maori health issues are based on a foundation of high quality information.</p> <p>Why involve Maori? The Health Research Council (HRC) requirement for increased Maori involvement in health research arises from an intention for HRC funded research to contribute as much as possible to the improvement of Maori health and well-being. This intention is reinforced by government policy and a stated recognition in the Treaty of Waitangi.</p> <p>The mechanisms employed by health researchers include consultation. The purpose of consultation is to ensure that research practices and outcomes contribute to improving Maori health and Maori health development.</p> <p><i>For further information and guidance please see: Guidelines for Researchers on Health Research Involving Maori. Health Research Council of New Zealand. 1998. ISBN 0-9583396-7-8 www.hrc.govt.nz</i></p>

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<p>Content:</p>	<p>When submitting a request to the Iwi Health Board (IHB) please include the following information:</p> <ol style="list-style-type: none"> 1. Lead researcher and contact information including email and phone 2. Summary of proposed research 3. Methodology 4. Information for participants, communities of interest or other 5. Maori health specific information including: <ol style="list-style-type: none"> a) Involvement of Maori i.e. researchers, Kaumatua, Maori providers or other organisations etc b) How your research will contribute to improving Maori health and well being. c) How the ethnicity of participants will be collected d) How results are analysed by ethnicity e) How Maori are included in research activity including plans to over sample to achieve at least demographic comparison if required f) How results will be feedback to Iwi and the Maori community g) How your research methodology allows for cultural difference without disadvantage h) How you will ensure that communication with Maori will be delivered in a way that is culturally acceptable.
<p>Evaluation criteria:</p>	<p>All research proposals will be evaluated, investigated and analysed by Karake Consultancy against the following criteria:</p> <ol style="list-style-type: none"> 1. How ethnicity information is to be collected and analysed? 2. How the proposal/s includes Maori in the research activity? 3. How the proposed research contributes to improving Maori health? 4. How the proposed research allows for cultural difference without disadvantage including all communication? <p>Expertise within the DHB will be utilised where appropriate to assist in reviewing and analysing health research requests/proposals.</p>
<p>Timeframe:</p>	<p>The IHB meetings are monthly:</p>

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	<table border="1" style="width: 100%;"> <tr><td>31st January 2019</td></tr> <tr><td>28th February 2019</td></tr> <tr><td>28th March 2019</td></tr> <tr><td>30th May 2019</td></tr> <tr><td>27th June 2019</td></tr> <tr><td>25th July 2019</td></tr> <tr><td>29th August 2019</td></tr> <tr><td>26th September 2019</td></tr> <tr><td>28th November 2019</td></tr> </table> <p>Please see deadline below for submission.</p> <p><i>Note: It is the responsibility of the requesters to ensure that proposals are submitted in a timeframe that meets their individual requirements i.e. ethic committee deadlines, and additional time is allowed for requests should supplementary information or clarification be requested from Karake Consultancy.</i></p>	31 st January 2019	28 th February 2019	28 th March 2019	30 th May 2019	27 th June 2019	25 th July 2019	29 th August 2019	26 th September 2019	28 th November 2019
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Deadlines:	Deadlines for receiving research proposals for IHB consultation is one month prior to the meeting date. Research proposals are submitted to the IHB seven working days prior to the meeting.									
Process:	<p>Research proposal consultation requests made to the IHB will adhere to the following process: <i>see flowchart on page 5</i></p> <ol style="list-style-type: none"> 1. Receipt of request and response timeframe and process will be sent to the requester within 5 working days. 2. The research proposal will be evaluated, investigated and analysed. 3. Further information or action may be requested. The lead researcher will be contacted. <i>This may impact on timeframes depending on the amount of information or action required.</i> 4. A report with recommendations will be completed for the IHB 7 working days before the meeting date. 5. The IHB will consider each report and the recommendations of Karake Consultancy. <p>Or</p> <ol style="list-style-type: none"> 6. Where the IHB does not endorse the recommendations additional information may be gathered from or action(s) may be requested of the lead researcher as required. Once received the research proposal will 									

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	<p>be re-submitted at the next meeting of the IHB. The requester will be notified with the new timeframes.</p> <p>7. Once endorsed by the IHB a letter of support or non-support will be sent to the requester within two weeks of the IHB meeting date.</p>
Address:	<p>Send proposals to: Dr Melissa Cragg Nelson Marlborough Health PO Box 18 Nelson</p>

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Research consultation flowchart – External process

