

Endometriosis: improving couple support. The Endopart study

Advisory Group Terms of Reference

Purpose

The role of the advisory group is to give advice on the strategic direction of the study. It will act as a critical friend in relation to the academic direction and policy relevance of the research and support the study to achieve its objectives. Its role may include:

- Advising on the scientific validity and coherence of the project
- Reviewing recruitment strategies and progress
- Reviewing ethical issues relating to the study
- Advising on ways of making the results relevant to the needs of users
- Highlighting possible areas of collaboration with other projects
- Alerting the team to relevant research and/or policy papers
- Advising on dissemination plans and opportunities
- Offering pathways into particular user groups/stakeholders for dissemination purposes
- Ensuring the project is appraised of external influences and developments that may impact on its conduct.

Recommendations of the advisory group will be considered by the study team but are not binding on the project.

Materials in scope

The group will comment on ongoing findings presented by the research team, but will not have access to primary data from the study. The views of the advisory group on our preliminary approaches to analysis, and the contents and organisation of the final report will be sought. We will also ask views about dissemination strategy. The group will not be advised to review a final report.

Membership

The Advisory Group will comprise approximately twelve members, including the research team. External members will bring particular expertise as users, academics and members of professional and support groups. Additional members may be added as the need arises. The membership will be posted on the project website: www.endopart.co.uk.

Reporting

Each meeting will have an agenda and written note of the meeting will be circulated.

No member or members of the Advisory Group will provide public comment on behalf of research project

Meetings

The Advisory Group will meet three times during the life of the study, including the final stakeholder workshop. Outside of these meetings the Group may also contribute suggestions and comments in response to email requests from the team.

The role of member is unpaid but the project will reimburse members for all reasonable travel costs that they incur.

January 2012