



UNIVERSITY OF HEALTH AND ALLIED SCIENCES



RESEARCH POLICY

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RESEARCH POLICY

**RESEARCH OPERATIONS OFFICE
INSTITUTE OF HEALTH RESEARCH**

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1.0 PURPOSE OF POLICY

The University of Health and Allied Sciences (UHAS) Research Policy contributes towards and reinforces the mission, vision and aims of the University.

The **mission** of UHAS is to provide quality education, advance knowledge through scholarship and research that improves health and quality of life.

The University's **vision** is “to be a pre-eminent health research educational institution dedicated to community service.”

The **aims** of the University are;

- To provide higher education in the Health Sciences through teaching and research for persons suitably qualified and capable of benefitting from such education;
- To disseminate knowledge and the results of research and their applications to the needs and aspirations of the people of Ghana;
- To provide clinical and other skills services to contribute positively to improving the health status and overall quality of life, and foster partnerships with outside persons and bodies.

In accordance with UHAS' mission, vision and aims, the overarching purpose of the University's Research Policy is to provide a framework for the conduct and governance of research in the University and also to ensure that all research carried out in the name of UHAS or on its premises is consistent with international and World Class standards.

The specific objectives of the UHAS Research Policy shall be:

- To ensure that all research conducted in UHAS is of the highest quality
- To ensure that the highest ethical standards for the conduct of research (Including Good Clinical and Laboratory Practice) are upheld for all research conducted at the UHAS consistent with international guidelines
- To establish a vibrant research culture in the University that would boost research capacity and excellence in research and management of research funding
- To streamline research activities and strengthen the management and coordination of research in the University
- To spell out the processes, procedures, rules, requirements and regulations governing the University's research mandate
- To demonstrate the institution's commitment to high quality research by creating an enabling environment for the conduct of research
- To assure research partners of the University's commitment to integrity in stewardship of research funds

This research policy has therefore been formulated to inform and guide research with a view to realise these objectives that will propel increases in research output and improved quality of research.



2.0 KEY DEFINITIONS

The following definitions shall apply for the purposes of this policy, unless otherwise stated:

2.1 Conflict of Interest

A conflict of interest refers to a divergence between an individual's professional obligations and his or her private interests. Such conflicts may not be unethical and do not constitute or imply any wrong-doing. But they may lead to actual misconduct when considerations of personal gain, financial, influence or compromise an individual's judgment and actions in the performance of his or her primary responsibilities.

2.2 Copyright

Copyright laws grant authors, artists and other creators' protection for their literary and artistic creations, generally referred to as "works".

Under Ghana's copyright law, copyright subsists in "original works of authorship" which have been fixed in any tangible medium of expression from which they can be perceived, reproduced, or otherwise communicated, either directly or with the aid of a machine or device.

2.3 Environment

Refers to the conditions that one lives in and the way that they influence how they feel or how effectively they work.

It also refers to the air, water, and land in or on which people, animals, and plants live.

2.4 Intellectual Property (IP)

This refers to creations of the mind, such as inventions; literary and artistic works; designs; and symbols, names and images used in commerce.

They are outcomes of intellectual activity and creative effort for which various rights and protections may be conferred by statute, contract or common law. It includes any invention, discovery, or creation, which may be protected by way of trademark, patent, design, copyright, know-how, trade secret, permit, and plant variety right (whether registrable or unregistrable) and all applications, drafts and workings relating to these rights.

2.5 Intellectual Property Rights

Refers to the legal rights which result from intellectual activity in the industrial, scientific, literary and artistic fields. It is the protection granted to creators of Intellectual property. Includes an Invention, Trade Secrets and Creative Works.

Ownership of Intellectual Property - Under this policy, IP may be variously owned by staff, undergraduate students, and research students, the University, third parties and visiting academics.

2.6 Invention

Refers to any novel and useful process, machine, manufacture, or composition of matter (e.g. life forms), or any new and useful improvement thereof, relating to Creative Works, Research



Material and Trade Secrets. An invention can be made solely or jointly with others as co-inventors. To be recognized legally, a co-inventor must have conceived of an essential element of an invention or contributed substantially to the general concept.

2.7 Patent

A patent refers to an exclusive right granted an inventor for an invention – a product or process that provides a new way of doing something, or that offers a new technical solution to a problem. (WIPO). A patent gives an inventor the right to exclude all others from making, using or selling the invention within Ghana for a period of 20 years.

2.8 Research

Research refers to an original and systematic investigation (i.e., the gathering and analysis of information) designed and undertaken in order to develop or contribute to knowledge and understanding.

2.9 Research Material

Refers to all types of materials generated and utilised in the scope of scholarly research. These include records of research, data and materials such as chemical compounds and biological materials, whether patentable or not.

2.10 Scientific Misconduct

Refers to actions that wilfully compromise the integrity of scientific research leading to fabrication, falsification, plagiarism, or other practices that seriously deviate from those commonly accepted within the scientific community for proposing, conducting, or reporting research. It does not include honest error or honest differences in interpretations or judgments of data.

2.11 University

Refers to the University of Health and Allied Sciences, Ho and to all affiliated institutions or organizations controlled by the University and governed by the University Council.

3.0 APPLICATION AND SCOPE

This Research Policy is binding on all employees and students of the University of Health and Allied Sciences at all its locations.

4.0 POLICY PRINCIPLES

1. Assurance of Academic Freedom
2. Promotion of High Quality World Class Research
3. Ensuring Conducive Environment for Research
4. Ethical Conduct of Research
5. Good Practices in Data/Material Management
6. Protecting Intellectual Property
7. Ensuring that Research meets National Development Priorities
8. Ensuring Dissemination of Research Findings to all Stakeholders
9. Resource Mobilisation and Support for Research



Further details on the above principles are provided in the “Guidelines for the Research Policy”

5.0 POLICY STATEMENTS

5.1 Assurance of Academic Freedom

The University assures full protection of freedom of inquiry, thought, expression, publication and peaceable assembly for all faculty. UHAS encourages expression of the widest range of viewpoints free from internal or external coercion. The rights of faculty members as citizens as set out in the Constitution of the Republic of Ghana should in no way be affected as a result of holding an appointment at the University of Health and Allied Sciences.

Mechanisms required include:

1. Intellectual space
2. Mutual respect for all branches of knowledge
3. Suitable physical space and infrastructure to increase research productivity
4. Appropriate teaching and service loads
5. Capacity building and mentoring
6. Promotion of research networks and interdisciplinary research, within Ghana and internationally
7. Recognition of excellence

5.2 Promotion of High Quality World Class Research

The University of Health and Allied Sciences gives priority to high quality cutting edge research as part of academic work. The University is therefore dedicated to engaging in world class research and will encourage research collaborations that will position the University nationally and internationally for conducting high quality research. UHAS shall encourage funding from external/international agencies/institutions.

All faculty and students are to undertake research that will deliver quality research outputs and shall stay informed about new research techniques, the state of research results and research topics of relevance to their various specialties or fields of study and emerging fields.

UHAS will expand, and diversify its range of research by:

1. Scientific and academic partnerships
2. Incentives for productive Faculty to promote research culture
3. Significantly increase the number and proportion of graduate (Masters and PhD) students
4. Research partnerships to increase graduate student research productivity
5. Independent monitoring and evaluation of research practice to ensure quality
6. Create an enabling environment for publication
7. Encourage faculty to seek international collaboration/funding

5.3 Ensuring Conducive Environment for Research

The University will create a conducive, nurturing and enabling environment for all faculty members to undertake research. The University will also provide resources for research and create opportunities for researchers to access funds/resources both locally and internationally.



Where, because of limited resources, the University cannot support all research demands, it will allocate space, facilities, funds, and other resources for research programs based on the scholarly and educational merits of the proposed research, and not on speculations concerning the political or moral impropriety of the uses which might be made of its results.

5.4 Ethical Conduct of Research

The University of Health and Allied Sciences (UHAS) identifies that in the conduct of every research, ethics is an essential component which must be valued throughout the research process. The University will ensure that all research conducted at UHAS shall be of the highest ethical standards. Research techniques should not violate established professional ethics pertaining to the health, safety, privacy, and other personal rights of human beings or to the infliction of injury or pain on animals.

The University and researchers within the University shall always be true to the ethical principles of justice and credibility, have an increased research responsibility and duty when research is done involving humans, animals or the environment as subjects of the research. Academic and research staff, students and research collaborators of the University are compelled to be intellectually honest at all times and always conduct themselves professionally and should refrain at all times from any action that may be considered as research misconduct.

Research may not be done without the prior written approval by an ethics committee or other constituted committee. All research undertaken by Academic and research staff, students and research collaborators of the University shall comply with UHAS ethical guidelines.

To achieve this, UHAS will:

1. Mandate relevant Units to set up ethics and research committees.
2. Establish a university-wide system of ethical clearance for research
3. Train and certify researchers working with human and animal subjects in ethical research.
4. Provide guidance on research ethics for all staff and students.
5. Prepare a code of practice for research.
6. Put in place a system for monitoring compliance by researchers by relevant Units.

5.5 Good Practices in Data/Material Management

The University provides for a system of disclosure, preapproval, recordkeeping, accountability and evaluation.

In order for research findings to be credible the University will create a meta-database of research materials/data repositories. Under normal circumstances all Principal Investigators (PI) of Research conducted in the University shall hold all the original materials and data sets of the research. The PI is expected to maintain this data set for a minimum of ten years after the final project close-out. In certain special circumstances, this minimum period may be extended.

UHAS shall put in place a system for:

1. acquiring and storing research materials and data in a robust and confidential manner
2. managing research data/ material
3. academic authorship
4. handling research misconduct



5. the regular/annual review of research protocol
6. ensuring annual progress reports are submitted to ORID

5.6 Protecting Intellectual Property

The University will ensure the protection of the intellectual property of all staff, students, post-doctoral scholars and visitors through policy and procedures for disclosure and assignment of ownership of potentially patentable inventions created in the course of work at UHAS with more than incidental use of UHAS resources.

The University will handle intellectual property and expertise according to the University's policy and take advantage of opportunities for the commercialisation of research.

All potentially patentable inventions conceived or first reduced to practice in whole or in part by members of the faculty or staff (including student employees) of the University in the course of their University responsibilities or with more than incidental use of University resources, shall be disclosed on a timely basis to the University prior to public disclosure. Title to such inventions shall be assigned to the University, regardless of the source of funding, if any except where explicitly provided for. Prior patentable intellectual property should be identified by the inventor(s) and acknowledged by the University in writing at the time of appointment or enrolment. In cases where UHAS decides to waive its right to Intellectual Property, the University shall have the duty to inform the researcher as soon as practicable.

The University shall make rules and produce guidelines as appropriate for the disclosure, registration, development, commercialization and use, including the sharing of royalties arising from any intellectual property.

UHAS will:

1. Put in place modalities to recognize and/or compensate the student or employee of the University
2. Take steps to patent and license the IP

5.7 Ensuring that Research meets National Development Priorities

The University of Health and Allied Sciences will proactively develop and pursue a research agenda that is directly targeted towards the national development needs. This research agenda would be prioritized according to core strengths of the University.

In order to achieve this, UHAS will:

1. Promote the public-private partnerships in identifying relevant research needs to support national development.
2. Influence the development and implementation of national policies and programmes
3. Actively work with key national development policy institutions such as the NDPC in order to ensure the effective prioritization of the research agenda.
4. Proactively engage at the highest level, with government to ensure that the university's research agenda is supported and adequately funded.
5. Where necessary shall encourage international collaboration to achieve these goals.



5.8 Ensuring Dissemination of Research Findings to all Stakeholders

Faculty have the right to disseminate/publicise research results by means of lectures at national and international subject conferences, and as publications in scientific journals or other media (e.g. the publication of books) without suppression or modification from external sponsors beyond these provisions explicitly stated in the policy. In addition to the scientific community, the University shall encourage the dissemination of research findings to all stakeholders including policy makers, the private sector and civil society. Research findings shall be packaged and presented in formats which are understandable and accessible to all categories of stakeholders.

UHAS will:

1. Support training of researchers and personnel in appropriate communication techniques and methods.
2. Encourage on-line publications and support university journals
3. Enhance university participation in public events such as lectures, seminars, workshops, exhibitions and trade fairs.
4. Require publications resulting from research to be made available at the Institutional Repository

5.9 Resource Mobilisation and Support for Research

To establish a sustainable financial basis for research in the University, the University shall promote and support effective resource mobilisation. Faculty shall seek and maintain connections and cooperation with other researchers in Ghana and internationally by creating and participating in research networks to obtain funds for research at the University.

The University shall ensure efficient financial management of research funds. The University shall provide the necessary administrative support to ensure efficient implementation of all research projects. Prescribed institutional overhead charges shall apply to all funded research projects to facilitate this.

Funds for research shall include but not limited to;

1. Grants from research funding agencies
2. Donations and endowments
3. Internally generated funds
4. Contract research funds

6.0 APPROVAL DATES

This policy was originally approved by the University Council on 13th October, 2017.

This version takes effect from: 13th October, 2017.

7.0 ACKNOWLEDGEMENTS AND WORKS CONSULTED

The following documents were consulted and portions adapted in preparation of this policy document;

1. Research Policy of Stellenbosch University, August, 2018.
2. University of Ghana Research Policy, November, 2012.



3. University of Cape Coast Research Policy, December, 2014.
4. Victoria University of Wellington Research Policy, October, 2013.



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