## 1. Support

### 1.1 Advisors

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Room</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Dean (Research)</td>
<td>Professor Jan Paterson</td>
<td>N124 North Wing</td>
<td><a href="http://nursing.flinders.edu.au/research/index.php?id=81">HUB Staff page</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><a href="http://nursing.flinders.edu.au/staff/pages/profile.php?page=pate0047">Staff profile page</a></td>
</tr>
<tr>
<td></td>
<td>Associate Professor Charmaine Power (Acting)</td>
<td>N323 North Wing</td>
<td><a href="http://nursing.flinders.edu.au/research/index.php?id=92">Higher Degree Program Staff</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><a href="http://nursing.flinders.edu.au/staff/pages/profile.php?page=powe0023">Staff profile page</a></td>
</tr>
<tr>
<td></td>
<td>Ms Christine Richardson</td>
<td>N112 North Wing</td>
<td><a href="http://nursing.flinders.edu.au/staff/pages/profile.php?page=rich0386">Staff profile page</a></td>
</tr>
</tbody>
</table>

### 1.4 Supervisors

Supervision for staff within the School is provided by Associate Dean and Dean.

### 1.5 Research Support

**Critical Reviewer Group members**

Researchers in the School who are considering writing a new publication or starting work on a research project, are encouraged to approach members of the Critical Reviewer Group. Members of this Group are happy to assist you with your publications, grant proposals or reports.

Please find the names of people who volunteered themselves as the reviewers:

- Ms Pat Barkway
- Mr Paul Bennett
- Dr Martin Caon
- Dr Anita De Bellis
- Ms Jenny Donovan
- Dr Paul Drew
- Dr Pauline Glover
- Ms Lyn Gum
- Ms Heather James
- Dr Lindy King
- Dr Jan Paterson
- Dr Steve Parker
- Ms Alison Hutton
- Ms Linda Saunders

**Advice of quantitative methods**

- Dr Ingrid Belan

**Advice of qualitative methods**

- Professor Paul Arbon
- Dr Ann Harrington
1.2 Professional trainings and courses

1.2.1 Staff Development

- **Review of ethics proposal**
  - Professor Paul Arbon
  - Dr Julie Henderson
  - Ms Jan Thompson

- **NVivo**
  - Dr Julie Henderson
  - Dr Steve Parker

- **Clarifying research questions**
  - Dr Steve Parker

1.2.1.1 Research Support & Services

- [http://www.flinders.edu.au/staffdev/courses/research.htm](http://www.flinders.edu.au/staffdev/courses/research.htm)

1.2.1.2 Emailing list

- **PROFDEV** - Do you want to receive information about Staff Development and Training Unit courses, guest speakers and projects? The Staff Development listserv has been established to distribute information about our courses and projects to staff of the university. Subscribers to PROFDEV receive on average one email per week containing information about upcoming courses and activities, funding schemes and other staff development opportunities

1.2.2 Workshops

- **Courses and workshops**
  Scheduled courses to support academics in research take the form of facilitated workshops, information sessions and discussion forums. These cover the following areas:
  - Early Career Researchers
  - Research Funding
  - Research Support
  - Supervising Research Students
  - [http://www.flinders.edu.au/staffdev/courses/research.htm](http://www.flinders.edu.au/staffdev/courses/research.htm)

**Hub Research Seminar Series 2006**

The Hub will be running five part seminar series on the third Friday every second month of 2006 for all nursing academic staff to provide step-by-step assistance in developing an ARC grant (Discovery, Linkage and Linkage APA(I)). The workshops will culminate in the development of ARC grant for submission in second round of applications in November 2006 which funds projects beginning in July 2007. The seminars will be hands-on and each seminar will cover a different aspect of grant
### 1.3 Research methodology

See also: HUB

#### 1.3.1 Surveys

<table>
<thead>
<tr>
<th>1.3.1.1 Designing</th>
<th>1.3.1.2 Analysis</th>
</tr>
</thead>
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<tr>
<td>1.3.1.2.2 Qualitative</td>
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</table>

- **Statistical Consultant**
  - Consultancy services and training in the application of statistical computing packages for academic staff and postgraduate students of the University.

- **Qualitative research methods link**
  - [http://onlineqda.hud.ac.uk/Intro_QDA/](http://onlineqda.hud.ac.uk/Intro_QDA/)

- **Link to Staff Development:**

- **Student Learning Centre (SLC) - Academic writing**

- **Referencing in Academic writing**

- **SLC – Study Skills brochures**

- **Postgraduate Students**

- **Other relevant web sites**

### 1.4 Writing

See also: HUB

Staff development

Critical Friends See: Advisors (1.1)

- **Link to Staff Development:**

- **Student Learning Centre (SLC) - Academic writing**

- **Referencing in Academic writing**

- **SLC – Study Skills brochures**

- **Postgraduate Students**

- **Other relevant web sites**

### 1.5 ICT

#### 1.5.1 Web sites

<table>
<thead>
<tr>
<th>1.5.1.1 Referencing</th>
<th>1.5.1.2 Searching</th>
</tr>
</thead>
<tbody>
<tr>
<td>See also: Writing</td>
<td>See also: Endnote</td>
</tr>
</tbody>
</table>

- **School’s referencing guide**

- **To download Endnote**

- **Other relevant web sites**

**writing. They will be conducted under the guidance of experienced grant writers and holders. Participants will be required to attend all sessions and may be required to undertake additional work between sessions.**


**Sturt Library to contact nursing and Midwifery Librarian – the list of book on the research methodologies.**


**The Health Research Hub offers a range of services to academic staff in the research and publication area. Some of these services are also available to research higher degree students.**


**Link to Staff Development:**


**Statutory Library to contact nursing and Midwifery Librarian – the list of book on the research methodologies.**


**Writing. They will be conducted under the guidance of experienced grant writers and holders. Participants will be required to attend all sessions and may be required to undertake additional work between sessions.**


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**Qualitative research methods link**

[http://onlineqda.hud.ac.uk/Intro_QDA/](http://onlineqda.hud.ac.uk/Intro_QDA/)

**Link to Staff Development:**


**Student Learning Centre (SLC) - Academic writing**


**Referencing in Academic writing**


**SLC – Study Skills brochures**


**Postgraduate Students**


**Other relevant web sites**


**To download Endnote**


**Other relevant web sites**


| 1.5.2 Access to software | Information about onsite licences available from:  
| 1.5.2.2 NVivo | University Library – search for software  

1.6 Forums

1.6.1 Dean’s Lecture Series

This lectures are open to staff, students and industry partners and provide an opportunity to meet and hear from local, national and international speakers. The lectures are held monthly on Mondays at 12.15. Further information is available from: [Jacqui.Toomey@flinders.edu.au](mailto:Jacqui.Toomey@flinders.edu.au)

1.6.2 Research Seminar Series

School’s research web page  
Research Notice board

1.6.3 Postgraduate Seminar Series

Held fortnightly on Tuesday 1.00-2.00 pm. For more information contact: [Jeni.Jones@flinders.edu.au](mailto:Jeni.Jones@flinders.edu.au)

1.6.4 Research Summit

School’s research web page  
Research Notice board

1.6.5 Research Week

School’s research web page  
Research Notice board (first floor, North Wing)

1.7 Conferences

1.7.1 Conference presentations and posters

School’s staff publications  

1.7.2 Information & Forms

Information and forms for the national and international conferences. These documents are available from the Hub or from the Corporate Service share drive (V):  
Conference Funding Scheme – policy and procedure  
Overseas Conference Scheme (Rules)  
Application to Attend National or International Conference / Reimbursement of Approved Costs  
Overseas Conference scheme (Guidelines for Preparation of Reports)  
Application for support from the Overseas Conference Fund  
Overseas Conference scheme (Report on Financial Assistant)

1.7.2.2 National

These forms is available from the Hub or from the Corporate Service share drive (V):  
Application to Attend National or International Conference / Reimbursement of Approved Costs

1.7.3 Up-coming Conference (Public)

Information about upcoming conferences could be find on the web sites of the organisations in line with your research interest.  
### 1.8 Colleagues

1.8.1 Networking

Staff profile pages – School’s Research web page


1.8.2 Research Interest List

School’s staff publications


1.8.3 Contact Details

See also: [contacts](http://nursing.flinders.edu.au/staff/pages/index.php)

1.8.3.1 Academics

Contact details list is available from the School’s Office or could be printed from the Corporate Services share drive (V)

### 1.9 Library

University’s Library link:


Ms Jan Badcock

Liaison Librarian for Nursing and Midwifery

Liaison Librarians

Learning and Research Services

Email - Jan.Badcock@flinders.edu.au

Telephone - 8201 3289

### 1.10 Mentors

1.10.1 Mentoring Schemes

1.10.1.1 School

See 2.8.2.11

For more information contact: Gina.Kasprzyk@flinders.edu.au

School’s Research Mentoring Sub-committee

Research support & services: Mentoring Scheme for Early Career Women Researchers

[http://www.flinders.edu.au/staffdev/courses/research/mentor.htm](http://www.flinders.edu.au/staffdev/courses/research/mentor.htm)

1.10.1.2 University

Mentoring: An Age Old Strategy for a rapidly Expanding Field’ by Joanne McDonald (hard copies also available from the Hub)


‘I need a mentor? Don’t I’, published by the Australian Federation of Business and Professional Women Inc. (only one hard copy of this booklet is available from the Hub)


Hard copy of the form is available from the Hub or it is the Appendix C in the mentoring Scheme for Early Career Women Researchers

[http://www.flinders.edu.au/staffdev/courses/research/mentor.htm](http://www.flinders.edu.au/staffdev/courses/research/mentor.htm)

### 1.11 Time management

1.11.1 Staff Development

Staff development scheduled courses and workshops:


Top Ten Tips for Time Management (Nov 2006)


<table>
<thead>
<tr>
<th><strong>1.12 Developing Research Questions</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1.12.1 Associate Dean (Research)</strong></td>
<td></td>
</tr>
</tbody>
</table>
| See: 1.1. Advisors | Professor Jan Paterson  
HUB Staff page (School’s Research web site)  
Staff profile page  
| **1.12.2 Research Associate** |  |
|  | Ms Christine Richardson  
HUB Staff page (School’s Research web site)  
| **1.13 Career pathways** |  |
| **1.13.1 Associate Dean (Research)** |  |
| See: 1.1 Advisors | Professor Jan Paterson  
HUB Staff page (School’s Research web site)  
Staff profile page  
| **1.13.2 Staff Development** |  |
|  | Staff development scheduled courses and workshops:  
http://www.flinders.edu.au/staffdev/calendar/calendar.htm  |
## 2. Resources

### 2.1 Journals

#### 2.1.1 List

Journal citations report: see also ‘Information for new users’

Department of Education, Science and Training (DEST) – Register of refereed journals

#### 2.1.2 Impacts factors

Ms Jan Badcock
Liaison Librarian for Nursing and Midwifery
Liaison Librarians
Learning and Research Services
Email - Jan.Badcock@flinders.edu.au
Telephone - 8201 3289

#### 2.1.3 Library

Library Collections

Databases

#### 2.1.4 Research Hub

See also: Research Associate

School’s staff publications

Advises from Research Associate

### 2.2 Funding

#### 2.2.1 Scholarships

Scholarships @ Flinders University

#### 2.2.2 SONM Res Dev Fund

School’s Research Development Fund – to support the Academic staff and those with Academic Status with their research related activities.
More information about this fund -

#### 2.2.3 SONM Small Grant Scheme

Faculty/School’s grant – to provide Academic staff and those with academic status the opportunity to compete for funding for projects initiated within the School and increase the capacity of staff members to compete in other grants rounds.
More information about this Scheme -

#### 2.2.2 Grants

##### 2.2.2.1 School Database


Hub’s Funding Sources data base
The data is accessible from the Health Research share drive or from the Hub staff.

##### 2.2.2.2 Hub Newsletter

Every edition of the Hub Newsletter contains information about grant opportunities.
Hard copies of the Newsletter are distributed to every academic and higher degree students, or are available from the Hub. Some highlights of the current edition of the Hub Newsletter are available on the School’s Research web site.
Faculty web site – research grants  
| 2.2.4 Office of Research | Grants  
| 2.2.5 Government Tenders | Current tenders  
Regional funding and grants register  
| 2.3 Financial  
2.3.1 School Finance Office | **Resource Officer – Ms Drinka Vajdic**  
Provides advice and assistance to staff requiring interpretation of University Human Resources and Financial policies and procedures, and processes appropriate documentation as required.  
Ext: 13484  
Email: Drinka.Vajdic@flinders.edu.au  
**Hub Coordinator – Ms Gina Kasprzyk**  
Financial administration of research grants held within the School |
| 2.3.2 Faculty Office | Deputy Faculty Registrar (Research Administration) - Mr Ross Forbes  
Telephone: (+61 8) 8201 5894  
Facsimile: (+61 8) 8201 5891  
Email: ross.forbes@flinders.edu.au |
| 2.3.3 Research Grants Officers | Grants Finance Office  
| 2.3 Facilities  
2.3.1 School infrastructure  
2.3.1.1 Rooms | Rooms for the teaching, research or administrative purpose must be booked via the School’s Office.  
| 2.3.1.2 ICT  
Tape recorders  
Tapes  
Laptops  
Scanners  
Digital cameras | ICT equipment is available from the School’s Office and must be booked in advance. |
| 2.3.1.3 Research Centre | The Research Centre is located in the East Wing, room E230. The Centre can accommodate six research assistants or research managers that are employed to undertake funded research projects.  
The Hub Coordinator is responsible for allocation of office space according to the |
### 2.4 People
#### 2.4.1 Staff Profiles
See also: Colleagues

School’s website staff profile page

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### 2.5 Teams
#### 2.5.1 Existing
2.5.21.1 School Research Teams
See also: current research

Partnership in Aged Care Education (PACE)

Team members: Professor Jan Paterson, Dr Anita De Bellis, Dr Julie Henderson, Ms Moira Kelton, Ms Lily Xiao (Flinders University), Ms Margaret McKenzi (Austral), Bart O’Brien (ECH Inc), Roger Levi (Helping Hand), Lisa Foster (Resthaven), Helen Taylor (S souther Cross Care).

The team meets regularly, in 2007 meetings are planned for in every two weeks.

For more information please contact: Jeni.Jones@flinders.edu.au

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### 2.6 Compendium
#### 2.6.1 Current research

Research areas in the School

Recent and current grants awarded

Major current grant

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### 2.7 Books
See also: journals, library

#### 2.7.1 Textbooks
2.7.1.1 Australian

Library Collections

#### 2.7.2 Thesis
2.7.2.1 By colleagues

Databases

---

### 2.8 Research Committees
#### 2.8.1 University Ethics Committees

Ethics/Biosafety Committees

#### 2.8.2 Faculty
2.8.2.1 Research Committee


2.8.2.2 Faculty Research Higher Degree Committee


#### 2.8.3 School Research Committee

Information about the Committee, terms of reference and meeting dates can be found at:

#### 2.8.3 School Mentoring Committee

The Mentoring Committee is a sub-committee of the Research Committee. It aims to provide assistance and advice about research opportunities to early career researchers who are employed as contract or permanent staff in the School of Nursing and Midwifery. The committee meets quarterly or more frequently as required.

**Terms of reference**

The Mentoring Committee supports the Research Committee in its role of promoting a culture which encourages and sustains research activities in the school through
providing information and advice about research and early career researchers who are new to the University and/or School of Nursing and Midwifery.

The aims of this sub-committee are to:
- Develop and maintain an information package to be given to new contract and permanent academic staff outlining resources for commencing researchers;
- Provide direction to and advice about appropriate resources for these staff;
- Undertake ongoing monitoring of the needs of early career researchers for information and assistance in commencing research;
- Advise the research committee on research mentoring issues;
- Explore and promote different mentoring processes that could be used to promote staff research;
- Develop mentoring relationships between novices and experienced mentors; and
- Develop other research resources or programs as deemed necessary by the research committee

**Membership of Committee**

Member of the Mentoring Committee will be appointed by the Research Committee. The Mentoring Committee will be comprised of:
- Associate Dean (Research) (Ex-officio member)
- One Professor or academic with extensive research experience
- Two early career researchers
- Hub Research Associate
- Hub Co-ordinator

The Chair will be elected from the members of the Mentoring Committee.

**Current membership of the Committee is:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Jan Paterson</td>
<td>Ex-officio</td>
</tr>
<tr>
<td>Ms Christine Richardson</td>
<td>Research Associate</td>
</tr>
<tr>
<td>Ms Heather James</td>
<td>Early Career Researcher</td>
</tr>
<tr>
<td>Dr Steve Parker</td>
<td>Early Career Researcher</td>
</tr>
<tr>
<td>Ms Gina Kasprzyk</td>
<td>Hub Coordinator</td>
</tr>
<tr>
<td>Ms Meri King</td>
<td>Professor or Senior Researcher</td>
</tr>
</tbody>
</table>

Professor Jan Paterson  
Associate Dean (Research)  
Contact details:  
Phone: 8201 3266  
Email: jan.paterson@flinders.edu.au  
Room: North Wing, First Floor, N124

Ms Christine Richardson  
Research Associate  
Contact details:  
Phone: 8201 5535  
Email: christine.richardson@flinders.edu.au  
Room: North Wing, First Floor, N112

Christin’s role is to promote research culture and assist staff in developing research skills through:  
- assistance in writing and editing of grants  
- assistance in writing and editing of ethics proposals  
- proofreading and editing of publications  
- assistance in designing research
2.9.2 School Research web site

2.10 Policies

2.10.1 FUSA

2.10.1.1 Appeals
2.10.1.2 Complaints
2.10.1.3 Assessment
2.10.1.4 Student progress

- identification of funding sources
- identification of journals for publications
- managing the research seminar series
- involvement on the research committee and research mentoring subcommittee
- establishment and maintenance of a database of non-governmental funding sources
- monitoring of the Special Publishing Initiative leave outcomes

Ms Gina Kasprzyk
Hub Coordinator
Phone: 8201 5317
Email: gina.kasprzyk@flinders.edu.au
Room: North Wing, First Floor, N116

Gina’s role is to coordinate and administer research activities in the School which include:
- liaison with members of the research team
- coordinating of literature reviews and other support services of the Hub
- preparation of research-related documents
- maintaining a website and distributing data
- coordinating research events in the School
- financial administration of research grants held within the School,
- maintenance and analysis of publication and research database, extracting data, and producing reports

Ms Wendy Green
Administrative Assistant (Research)
Phone: 8201 5225
Email: wendy.green@flinders.edu.au
Room: North Wing, First Floor, N116

Wendy is responsible for:
- searching the literature
- retrieving articles
- formatting manuscripts and other research related documents
- entering data into data bases
- performing the Hub’s administrative tasks

List of the Hub Staff (link to the Research web site)

Staff policies and procedures - main page
http://www.flinders.edu.au/ppmanual/
Student related policies and procedures
### 3. Contacts

#### 3.1 University

<table>
<thead>
<tr>
<th>Subsection</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Library</strong></td>
<td><a href="http://www.lib.flinders.edu.au/">Library Home Page</a></td>
</tr>
<tr>
<td><strong>Researchers</strong></td>
<td>School’s profile pages <a href="http://nursing.flinders.edu.au/staff/pages/index.php">here</a> and Phone &amp; Email List of the School’s academic and general staff, and higher degree students is available from the School’s Office.</td>
</tr>
<tr>
<td><strong>Colleagues</strong></td>
<td>Contact details of other University’s researchers and colleagues can be found by visiting the relevant web site of the University’s faculties and divisions <a href="http://www.flinders.edu.au/faculties/">here</a></td>
</tr>
</tbody>
</table>

| **School** | [Faculty Home Page](http://www.flinders.edu.au/healthsc/) |
| **Deans** | Welcome from the School’s Dean [here](http://nursing.flinders.edu.au/about/index.php?id=3) |
| **Administration** | School staff profile [here](http://nursing.flinders.edu.au/staff/pages/index.php) and Corporate services information page [here](http://nursing.flinders.edu.au/staff/index.php?id=65) |
| **HUB** | [HUB Information](http://nursing.flinders.edu.au/research/index/) |

| **ASRIs** | Area of Strategic Research Investment [here](http://www.flinders.edu.au/research/asri/) |

#### 3.2 Partner organisations

<table>
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<tr>
<th>Subsection</th>
<th>Details</th>
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<tbody>
<tr>
<td><strong>State</strong></td>
<td>Department of Health <a href="http://www.health.sa.gov.au/">here</a></td>
</tr>
<tr>
<td><strong>Industry</strong></td>
<td><a href="http://www.rcna.org.au/">RCNA</a></td>
</tr>
<tr>
<td><strong>3.3 Ethics Committees</strong></td>
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<td>--------------------------</td>
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</tbody>
</table>
| **3.3.1 University**     | Ethics / Biosafety Committees  
| **3.3.2 RGH**            | Repatriation General Hospital - Research and Ethics  
| **3.3.3 SAHS** (incorporating FMC and Noarlunga Health Services) | Flinders Clinical Research Ethics Committee  
| **3.3.4 QEH**            | CNAHS Ethics Committees  
| **3.3.5 WCH**            | Animal Ethics Committee  
Human Research Ethics Committee  
Institutional Biosafety Committee  