

## Research Participation Policy

The Amputee Coalition recognizes the value of clinical research in identifying needs, evaluating care and developing new technologies for people with limb loss. This policy describes the application process through which the Coalition may agree to participate in the recruitment of subjects for research.

### Participation is defined as:

- An electronic letter on organizational letterhead that states the Amputee Coalition has reviewed the application materials and encourages participation.
- Posting on the Amputee Coalition Web site with links to research study sites.
- Provision of advertising space in *inMotion* magazine at a discounted rate.
- Negotiation, at the Amputee Coalition's option, with regard to other requests in forms of participation, excluding direct provision of mailing lists.

### Application requirement checklist:

- Letter on institutional letterhead that:
  - Requests the Coalition's participation as defined above.
  - Provides the project title and list of investigators.
  - Notes the start and end dates for subject enrollment.
  - Is signed by the principal investigator.
  - Discloses any commercial conflict of interest.
- Copy of the Institutional Review Board (IRB) approval letter.
- Copy of instrument(s) for studies involving surveys, focus groups, and/or interviews.
- Study abstract, limited to 500 words.
  - Abstract should include the following information: Background of topic, Description of the study population, Methods, Analysis plan.
- A copy of the advertisement to be posted on our website.
- Nonrefundable application fee, \$100 for students, \$250 for institutions.

All required information must be submitted electronically to Melanie Miller ([mmiller@amputee-coalition.org](mailto:mmiller@amputee-coalition.org)), the Amputee Coalition's Research and Evaluation Assistant, and will be reviewed by members of our Scientific and Medical Advisory Committee. Payment should be sent to:

Amputee Coalition  
ATTN: Melanie Miller  
900 E. Hill Ave, Suite 390  
Knoxville, TN 37915

Checks should be made out to The Amputee Coalition and write RESEARCH APPLICATION FEE in the note field.

*Exceptions to specific components of this policy may be granted to recognized research institutions and/or individuals that have successfully partnered with the Amputee Coalition for previous research initiatives.*