

PeDRA Survey Policy

Overview: PeDRA is committed to assisting pediatric dermatologists in gathering important data through the distribution of surveys to members of the Alliance.

The following policy has been adopted to ensure that we achieve a balance between supporting research initiatives and avoiding survey duplication and membership overload.

The following **general guiding principles** are implemented in the decision-making:

1. Survey fits with the overall [mission and vision](#) of PeDRA
2. Survey fits into one of the disease subgroup [research areas](#)
3. Survey is collaborative in nature (at least 3 co-investigators from different institutions or one investigator applying in the name of one group)
4. A survey that does not fit into item 1 and/or 2, but is deemed of importance to pediatric dermatology, will also be considered.

Process for PeDRA members:

1. All submissions should include a one-page summary containing the title of the study, the investigators, objectives, methods and the actual survey. Beta-testing of the survey is required prior to submission.
2. All surveys submitted for completion by the full PeDRA membership (or subsets of the members) will be reviewed by a maximum 3 PeDRA members from the Grants Committee. For surveys that pertain to a specific disease subgroup, one of the three members will be replaced by a member belonging to the particular disease subgroup.
3. All applicants will receive feedback regarding the format and content of the surveys irrespective of the outcome (accepted, declined).
4. If successful, the submitting PI will have to provide PeDRA with evidence of IRB approval or exemption before a link with the final version of the survey will be sent to the PeDRA and/or SPD membership. Neither PeDRA nor SPD is responsible for keeping track of responses, nor providing access to the raw data. An automatic reminder will be sent to PeDRA and/or SPD members 2 weeks after the initial notice.
5. PeDRA reserves its right to stagger notifications about surveys depending on the load of submissions, urgency of the proposal, etc. We will attempt to limit the distribution of surveys to a maximum of one per month.
6. If the questionnaire is not relevant to a PeDRA-related topic and does not address an issue of critical importance to the field of pediatric dermatology, then the committee will recommend not utilizing the PeDRA and/or SPD network to complete the questionnaire.

7. Summary results of any survey sent to PeDRA members are highly encouraged to be sent to those PeDRA members who responded to the questionnaire, within 2 years from survey completion. PeDRA can assist in disseminating these results.
8. Any publication that includes the results of a survey of PeDRA members should acknowledge PeDRA in at least one of the following locations: publication title, title page information or methods section.

Process for members belonging to other organizations/groups:

1. A similar process for assessment of the scientific merit will be employed.
2. In order to be considered, the following criteria are considered:
 - a. at least one investigator is a PeDRA member
 - b. the study meets general guiding principles (see above)

Process for industry driven surveys:

1. A similar process for assessment of the scientific merit will be employed. ***Surveys with a marketing scope will not be considered for distribution.***
2. In order to be considered, the following criteria will be considered:
 - a. At least one investigator is a PeDRA member
 - b. Survey fits with the overall mission and vision of PeDRA
 - c. Survey results are important to pediatric dermatology
3. Remuneration for distribution of the survey to PeDRA: please discuss with Sheila Rittenberg, PeDRA Executive Director, sheila.rittenberg@gmail.com.
4. Investigator driven surveys will be given priority for distribution.
5. PeDRA will allow only a one-time posting of the link to the survey.

Frequency of application cycles:

4 application cycles/year (January 15th, April 15th, August 15th and November 15th).

Distribution of the surveys to the membership will be staggered whenever possible to avoid survey “fatigue.”

Inquiries about the application process: Dr. Elena Pope, elena.pope@sickkids.ca.