
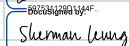


# Affiliations Policy

<b>Document Type:</b>	Policy	<b>Document No.:</b>	RS02A	<b>Version No.:</b>	1.1
<b>Prepared By:</b>	Dr Elizabeth Martin	Senior Research Fellow	<div><div>DocuSigned by:</div><div></div><div>6023812281344F...</div></div>		21 December 2023
<b>Approved By:</b>	Sherman Leung	Head of Research Operations	<div><div>DocuSigned by:</div><div></div><div>6306F418E2CD481...</div></div>		21 December 2023
<b>Implementation Date:</b> 1/01/2024				<b>Review Date:</b> 1/01/2027	

## 1.0 Introduction

Wesley Research Institute (WRI) is a health and medical research institute that seeks to be a leader in high impact research. As such, the expectations of how researchers affiliated with the institute state their affiliation and the responsibilities associated with that affiliation are outlined in this policy.

Adherence to this policy will ensure that the institute receives appropriate attribution for research activities, which will support its profile in becoming a preferred partner for research.

## 2.0 Purpose

The purpose of this policy is to outline how those who are affiliated with WRI must state their institute affiliation and the responsibilities associated with that affiliation.

## 3.0 Scope

This policy is applicable to all research staff including permanent, casual, secondment, full-time and part-time arrangements. It is also applicable to honorary appointments and students hosted at the institute.

The institute's expectations on authorship and acknowledgement in publications are not described in this policy.

## 4.0 Principles

### 4.1 Institute affiliation

Researchers affiliated with the institute are expected to disseminate their research in reputable outlets. In doing so, they need to ensure that their affiliation with WRI is accurately described in the publication. This is important because:

- it is a requirement of the Australian Code for the Responsible Conduct of Research;
- it encourages continuing research funding by WRI's funding sources including donors; and
- it ensures that WRI is recognised in external bibliometric analysis such as Scopus, which means that the impact of the institute and its individual researchers can be assessed by external parties such as funding bodies.

When presenting or publishing research, WRI affiliates should state their affiliation in the following structure:

Dr Jane Doe<sup>1</sup>

<sup>1</sup>Wesley Research Institute  
Level 8 East Wing, The Wesley Hospital  
Auchenflower Qld 4066  
Australia

Researchers affiliated with WRI often hold affiliations with other universities or institutions. In these circumstances, WRI must be the primary affiliation when:

- the primary employment of the researcher is WRI; and/or
- WRI provided the largest proportion of support, such as funds, for the research, even if the researcher has conducted this work through the course of employment elsewhere.



As a general rule, researchers who state WRI as their primary affiliation will be highly regarded in institute internal initiatives including awards, promotion on social media and media releases.

## **5.0 Roles and Responsibilities**

All research staff, honorary fellows and students are responsible for understanding and adhering to this policy.

Frontline leaders are responsible for the monitoring of this policy's use within their team/s. Concerns and issues should be escalated to the Head of Research Operations for further investigation, which may involve an independent stakeholder such as a Research Integrity Advisor (RIA) or similar.

## **6.0 References and Related Documents**

### **6.1 References**

- 6.1.1 Australian Code for the Responsible Conduct of Research 2018

### **6.2 Related Documents**

- 6.2.1 RES02A Honorary Appointment Procedure
- 6.2.2 RS02B Authorship and Acknowledgements Policy

## **7.0 Version History**

<b>Version No.</b>	<b>Approver</b>	<b>Implementation Date</b>	<b>Summary of Change</b>
1.0	Board	12/02/2020	Introduction of Policy
1.1	Sherman Leung	1/01/2024	Review given institute changes/new strategy