

**H**ealth **P**rofessional **I**nvestigator (HPI) Operating Grant

|  |
| --- |
| *COMPLETION REPORT* |
| HPI Investigator:  Discipline/Profession: (e.g. Nursing / PT/ OT)  HHS Clinical Program/Service: |
| Study Completion Date:       (dd/mm/yr) |

*A* ***completion report*** *needs to describe the findings/outcomes, benefit/impact, challenges/barriers and knowledge translation of your HPI funded project, as well as future intentions that build on this study. (maximum of 3 pages). Below are sections with key points to cover in each in preparing a final completion report.*

**Project Objectives and Accomplishments**

* *State initial study objectives and aims (what you researched and importance)*
* *Clear evidence of accomplishments from project objectives and aims*

# **Summary of Findings (1,000 words)**

# **Challenges/Barriers**

* *What has been the biggest challenge in doing this research?*
* *Clear description of any obstacles encountered and strategies that were implemented to mitigate/overcome such obstacles*

# **Dissemination/Knowledge Translation** (within HHS and abroad)

* *Description for sharing/disseminating results of your HPI project that includes details for the following:*
* *(Include complete references and full conference details)*
  1. *Presentations (accepted, completed)*
  2. *Publications (submitted, accepted, and planned)*

**Future intentions related to this project** (within HHS & abroad)

* *Would you have been able to do your research without this funding?*
* *Without HPI funding, how would you have pursued your research endeavours?*
* *How has HPI funding developed your research career, informed professional practice, and impact to delivery of patient care?*
* *Describe next steps in further developing your research interests. Include details of projects that build on your HPI project or are on the horizon related to the HPI project and your plans on applying for new grant submissions – internal and/or external)*

# 

# **Document Storage**

*Please review the Research Document Storage Protocol for options related to storage of research files. If you cannot access the HHS Policy Library, please contact ext. 44671 for assistance.*

I have read the Protocol and: [Link to Research Document Storage Protocol](https://hub.hhsc.ca/about-us/hhs-teams/research/2021%20Institutional%20SOPs/RCQA-SOP006_InvestigatorStudyFilesandEssentialDocuments-20210515.pdf)

I would like to store my files with Iron Mountain through the Research Administration Office:

I have alternate storage with: *Vendor Name:*

*Address/location of storage venue:* *Phone:*

*Person Responsible for Storage:* *Phone:* *Email:*