

# **RESEARCHER'S GUIDE**

ORGANIZATION,  
REGULATIONS  
AND FORMALITIES



HEALTH SCIENCES RESEARCH UNIT  
NURSING UNIDADE DE INVESTIGAÇÃO  
EM CIÊNCIAS DA SAÚDE  
ENFERMAGEM

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**UICISA:E**



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**UICISA:E**

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# INTRODUCTION

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The Health Sciences Research Unit: Nursing (UICISA: E), hosted by the Nursing School of Coimbra (ESENfC), is evaluated and funded by the Portuguese Foundation for Science and Technology (FCT).

This document contains a set of criteria and procedures duly validated by the Scientific Committee to ensure consistency and excellence in the research activities developed by UICISA: E. The Quality Regulation and Control Process also ensures the quality of these processes to achieve excellence.

The researchers' team is committed to carrying out its activities based on the principles and procedures contained in this Guide, in strict compliance with the UICISA: E Statutes and other FCT regulations, agreements, approved regulations, and institutional orders.

# UICISA: E

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## 1 | UICISA: E - DESCRIPTION AND NATURE

The Health Sciences Research Unit: Nursing (UICISA: E) is hosted by the Nursing School of Coimbra (ESEnC). It is described in the School's statutes as a differentiated unit (Order no. 50/2008) evaluated and funded by the Portuguese Foundation for Science and Technology (FCT) since 2004.

The UICISA: E structure and functioning are regulated in compliance with its development model - Cross-Cutting Model (CCM); the criteria of FCT- the evaluation and accreditation agency; the Statutes of the Host Institution (ESEnC); and the solidarity action with the involved institutions.

## 2 | MISSION, VISION, MANAGEMENT

### **Mission**

To develop international and interdisciplinary R&D activities to provide a sustainable and socially responsible response to complex problems related to health promotion, disease prevention, and delivery of care to ill, disabled, and end-of-life patients.

### **Vision**

Leading center on the path to a modern research in nursing:

- A reference in nursing research at a national and international level;
- Ideal environment for interdisciplinary and collaborative research;
- Excellence in science synthesis and implementation for the promotion of evidence-informed healthcare;



- Merit in the development of high-value healthcare technologies that meet patients' and health professionals' needs.

To know the basic principles of the nature, organization, and management of UICISA: E, please check its Statutes at

<https://www.esenfc.pt/pt/page/100004072?idMenu=302>

### 3 | IMAGE

UICISA: E expands its brand through its internationalization activities, technical resources for dissemination, participation in scientific events, exhibitions, and an open-access webpage at

<http://www.esenfc.pt/pt/uicisa/>

### 4 | TEAM AND INVOLVED INSTITUTIONS

In accordance with FCT criteria, Research Units' teams are updated based on the previous year activity, turning the researcher status at the Unit into a dynamic process. More information on the latest update of the UICISA: E team is available at

<https://www.esenfc.pt/pt/page/100004072?idMenu=302>

### 5 | FUNDAMENTAL OBLIGATIONS OF UICISA: E RESEARCHERS

- 1º To know the UICISA: E Statutes, form of organization and management, mission, vision, and plan of action for 2018-2022;
- 2º To know the UICISA: E Cross-Cutting Model (CCM) for the development of R&D and R&I activities;
- 3º To keep their CIÊNCIAVITAE and ORCID iD CV updated;
- 4º To be available for interdisciplinary collaborative activities in raising funds by applying to funded projects;
- 5º To fulfill the minimum productivity criteria for merit assessment and ensure the

integrated researcher status;

- 6º To provide their annual productivity data to the UICISA: E database for the elaboration of scientific reports at the beginning of each year;
- 7º To know and apply the procedures described in this Guide and those that may be requested by the Scientific Coordinator of the Unit or FCT;
- 8º To produce, synthesize, disseminate, apply, and assess evidence, acting in accordance with the highest ethical standards and scientific dignity.

## 6 | PROCEDURE FOR APPLYING TO BE A UICISA: E RESEARCHER E

1. In accordance with FCT guidelines for the 2017/2018 external evaluation, the team consists of integrated PhDs, integrated non-PhDs, and collaborators.
2. Integrated researchers dedicate at least 30% of their time to research and cannot be registered as integrated researchers in another unit.
3. Other collaborators in projects of studies associated with structuring projects can also be integrated into UICISA: E.
4. To be integrated into the FCT lists of UICISA: E, please submit a request to the UICISA: E Scientific Coordinator by email to [investiga@esenfc.pt](mailto:investiga@esenfc.pt), stating your interest and motivation to integrate the Unit and indicating the Structuring Project or Associated Study Project whose team you intend to integrate and your status (integrated PhD, integrated non-PhD, or collaborator). Please add your CIÊNCIAVITAE link and confirm that you fulfil the conditions described in point 9.1 of this Guide.
5. If you wish to integrate UICISA: E as a collaborator of an Associated Study Project, please express your intention to the Principal Investigator of the Structuring Project who will assess and validate your request and inform the UICISA: E Scientific Coordinator to include you in the team.

## 7 | PROCEDURE FOR PRESERVATION AND CLASSIFICATION OF TEAM PRODUCTIVITY DATA

The researchers' data are treated, preserved, and disseminated to accomplish the UICISA: E objectives, with the researchers' consent and in compliance with the data protection legislation.

The productivity data collected from the CV indicated by FCT are examined by UICISA: E,

checked by the researchers, and inserted into the database to be treated, disseminated, and used in scientific reports.

The researchers' productivity profile is established based on the curricular data presented by researchers in their CV, indicated by FCT.

In addition to electronic records, UICISA: E stores physical documents (articles, books, etc.).

In the spirit of Open Science, researchers should organize and preserve the data treated within the scope of their research projects by providing free access to online articles published in peer-reviewed journals, monographs/books, presentations in conferences, technical reports, theses, and working documents.

The FAIR Principles (Findability, Accessibility, Interoperability, and Reuse) are part of the Open Science ecosystem. They intend to provide guiding principles for scientific data management and should be adopted by the researchers to manage their research data.

### **Links of interest:**

How to comply with FCT's Open-Access Policy: [https://70f8fba8-2c4e-4a79-ad0c-4f2ab4770372.filesusr.com/ugd/a8bd7c\\_403796b3acd048d8a8642841b1937e2e.pdf](https://70f8fba8-2c4e-4a79-ad0c-4f2ab4770372.filesusr.com/ugd/a8bd7c_403796b3acd048d8a8642841b1937e2e.pdf)

National Open Science Policy: <https://www.ciencia-aberta.pt/>

International Open Science Policy: [https://www.scienceurope.org/media/4brkxxe5/se\\_rdm\\_practical\\_guide\\_extended\\_final.pdf](https://www.scienceurope.org/media/4brkxxe5/se_rdm_practical_guide_extended_final.pdf)

## **8 | CLASSIFICATION OF BIBLIOMETRIC INDICATORS**

For the inclusion or maintenance of integrated Ph.D. researchers in the team, UICISA: E considers the following priority indicators:

Priority indicator A - Scientific articles in JCR (Journal Citation Reports) or SJR (SCImago Journal Rank) journals;

Priority indicator B - Articles in Journals Indexed in SciELO Citation Index, Thompson Reuters;

Priority indicator C - Articles in indexed journals;

Priority Indicator D - Books of international circulation;

Priority indicator E - Books of national circulation;

Priority indicator F - Chapter in a book of international circulation;

Priority indicator G - Chapter in a book of national circulation;

Priority indicator H - Full-text of scientific presentation published in JCR/SJR;

Priority Indicator I - Works published in a scientific journal indexed in SciELO our other databases resulting from presentations in scientific events - Full-text;

Priority indicator J - Abstract submitted and presented in the Annual Science Meetings, FCT;

Priority indicator K – Works published in proceedings or digital repositories resulting from presentations in scientific events - Full-text.

**NB:** Published abstracts are not considered priority indicators, although they have curricular interest, especially if published in JCR/SJR. Abstracts publicados não são considerados indicadores prioritários, ainda que tenham interesse curricular sobretudo se publicados em JCR/SJR

## 9 | CRITERIA AND PROCEDURES

### 9.1. To become and remain an integrated researcher/collaborator of the FCT lists of UICISA: E

1. To become and remain an integrated researcher of the FCT lists of UICISA: E, the researcher should fulfil at least one of the five priority indicators described in point 8 in each of the two calendar years prior to the application.
2. To become and remain a collaborator researcher of the FCT lists of UICISA: E, the researcher should fulfil at least one of the 11 priority indicators described in point 8 in each of the two calendar years prior to the application.
3. The researchers without productivity for more than two years are expressing their intention not to remain integrated researchers/collaborators in the FCT lists of UICISA: E.

## 9.2. To create a Structuring Project or Associated Study Project

The research activities are organized in a solidarity network (Research Groups/Structuring Projects/Network of Associated Study Projects). The three groups are under the responsibility of a coordinator and have specialized areas of interest (Education/Care/Management). By decision of the Scientific Committee and based on the recommendation of the 2013 panel, it was determined that the groups' research activity is managed collectively and, thus, the team acts as a coherent unit by sharing their skill mix. Moreover, the Structuring Projects registered in UICISA: E should tend to focus on R&D activities in the following priority health areas (defined in accordance with the research priorities of the European Agenda, the societal challenges, and the evidence of health gains resulting from nursing research): *Violence in Society and Institutions; Education and Literacy in Health; Pain Management; Innovation in Nursing Care Technology; Active Aging; Development and Training of Health Professionals; Wound Treatment; Methodologies of Differentiated (Complex) Nursing Rare; Patient Safety and Care Effectiveness; and Transitions of Health and Self-care, or others that may be added in the future.*

The Principal Investigator (PI) of the Project is its senior manager and should be registered as UICISA: E researcher and possess a scientific curriculum recognized by its Scientific Committee. The non-compliance with the guidelines and commitment to UICISA: E reports or lack of productivity should be analyzed by the Scientific Committee, which will decide on whether or not they will continue to be included in the Activity Plan.

- 1º The PI designs the Structuring Project based on the Guide provided by UICISA: E.
- 2º The Studies Associated with the Structuring Project (funded projects, Ph.D. theses, master's dissertations, short-term studies, implementation programs, extension projects) should be designed in accordance with the objectives of the Structuring Project and of its tasks/outcomes.
- 3º 3) The Structuring Projects and the Associated Studies, focused on priority areas, properly designed and substantiated, are submitted to the UICISA: E Scientific Coordinator by email to [investiga@esenfc.pt](mailto:investiga@esenfc.pt). For the Structuring Projects, proposals must include the written consent of the Group Coordinator. For the Associated Studies, the proposal must include the written consent of the PI responsible for the

Structuring Project, including a statement from two members of the core team of the Structuring Project which the Associated Structured Project wants to integrate.

- 4º The UICISA: E Scientific Coordinator submits the proposals for Structuring Projects to the UICISA: E Scientific Committee for analysis. Then, the investigator is informed of the decision. If the decision is favorable, the Structuring Projects are registered in the Unit's administrative system and webpage.
- 5º The Scientific Committee establishes the criteria to provide harmony to the solidary network of the Structuring Projects (validity, solidarity, consistency, and productivity).

**NB:** Any alteration in form or content of the Structuring Projects and/or Associated Studies registered in UICISA: E must be previously submitted to the UICISA: E Scientific Coordinator, so that the new members are updated in the Unit's administrative system and webpage.

### 9.3. To publish in UICISA: E editions

UICISA: E publishes the *Journal of Nursing Referência* (quarterly), supplements with conference proceedings, and annual monographs.

The Monographic Series Education and Research in Health consists of contributions from the productivity of Structuring Projects registered in UICISA: E.

To publish in the Monographic Series, the researchers should follow the procedure shown below:

- 1º The PI submits the proposal for publishing a monograph (attaching the proposed monograph in a Word file) to the UICISA: Scientific Coordinator until January of the year before the year intended for publication, which will be integrated into the Publishing Plan of the following year;
- 2º UICISA: E informs the PI about the possibility for publication:
  - a) If it can be published, the PI should submit the request for publication to the ESEnC President, asking for the necessary support (technical-documental support resources, final review, layout, and printing)
  - b) If the maximum number of publications has been reached, it may remain (if the PI is interested) in the waiting list for the following year.

- 3° The PI is responsible for the scientific content, organizing the work, ensuring the best standards of rigor and ethics, ensuring full compliance with the UICISA: E publication rules, and supervising the review process;
- 4° UICISA: E oversees the compliance with the rules, carries out the pre-analysis for similarity check, and supervises the review process between the final reviewers and the PI, the authors, the documental technicians, the layout technician, the printing company, and the dissemination system;
- 5° The UICISA: E Coordination reserves the right not to publish the work if the assumptions mentioned above are not fulfilled.

To publish books of proceedings as a supplement of the Journal of Nursing Referência, the researchers should follow the procedure shown below:

- 1° The event's Organizing Committee submits the proposal for publication of a book of proceedings as a supplement of the Journal of Nursing Referência to the UICISA: E Scientific Coordinator until the end of the year prior to the event.
- 2° UICISA: E informs the Organizing Committee about the possibility for publication. If it can be published, the Organizing Committee should submit the request for publication to the ESEnC President, asking for the necessary support (technical-documental support resources, final review, layout, and printing).
- 3° The Organizing Committee is responsible for the scientific content, ensuring the best standards of rigor and ethics, ensuring full compliance with the UICISA: E publication rules, and supervising the review process.
- 4° UICISA: E oversees the compliance with the rules and supervises the review process between the final and to the Organizing Committee, the documental technicians, the layout technician, and the dissemination system.
- 5° The UICISA: E Coordination reserves the right not to publish the work if the assumptions mentioned above are not fulfilled.
- 6° Only abstracts (not the full text) of scientific presentations are published.

#### 9.4. To integrate the UICISA: E Annual Mission Plan

The core funding of research units is limited, reducing the possibility of financing researchers' missions. It is important that researchers organize themselves proactively in funded projects and seek to diversify their funding sources. Each involved institution should also invest in the necessary support for its researchers.

Financial support (registration in an international scientific meeting) is allocated for integrated Ph.D. researchers who meet the criteria described below. Researchers from other management institutions are excluded from this possibility.

The UICISA: E integrated Ph.D. researcher should follow the procedure below:

- 1° To receive the support, the researcher should reveal, during the three calendar years prior to the mission, productivity that includes at least one of the priority indicators (see point 8) per year and have published at least one article in a scientific journal indexed to JCR/SJR in the current year or the two calendar years prior to the mission. Integrated Ph.D. researchers who published regularly at least one of the first five priority indicators (A, B, C, D, or E) in each of the three previous calendar years, may also benefit from this support.
- 2° The integrated Ph.D. researcher who is an ESEnC teacher should also check the annual Order of the ESEnC President in force and act accordingly.
- 3° The UICISA: E Scientific Coordinator must check and state if the researcher meets the mission criteria.

Guidelines:

- 1° The presentation should be consistent with the UICISA: E priority areas and result from research activities carried out under the activity plan;
- 2° The same presentation should not be presented in more than one scientific event, either as an oral or poster presentation;
- 3° Presentations in scientific events should not replace the publication of the full-text article in a scientific journal or book;
- 4° When submitting an abstract for a scientific event, researchers should clearly state their affiliation as show in point 9.10;
- 5° Researchers should insert the bar with the logos.

## 9.5. To access other types of support

Integrated researchers can also get access to the support mentioned below. However, the requests will be handled on a case-by-case basis and must be authorized by an Order of the ESEnC Board of Directors, applying the principle of “equal sharing”.

- 1° Registration for UICISA: E Research Biennale “Congress on Nursing Research of Ibero-American and Portuguese-speaking Countries” at a discounted rate;



- 2° Registration for the Comprehensive Systematic Review Training Program (CS RTP), under the scope of the Development Strategic Axis for Science Synthesis and Implementation, at a discounted rate.

**NB:** In all cases, the support can only be granted to researchers whose productivity in the three calendar years before the mission includes at least one of the priority indicators (see point 8) per year and the publication of at least one article in a Indexed Scientific Journal JCR/SJR in the current year or the two previous calendar years. If necessary, the indicators listed in point 8 will be ordered by relevance.

**NB:** A researcher cannot accumulate benefits in the same year.

## 9.6. To attend Research Initiation Rotations (RIR)

**RESEARCH INITIATION ROTATIONS - RIR :** are a UICISA: E initiative integrated in the Young Researcher Window program, carried out within the scope of the Development Strategic axis for Researchers' Training - Research Initiation.

**Objective:** To involve undergraduate students in research initiation activities integrated into Structuring Projects and supervised by a researcher.

**Type of RIR:** Rotations can last for 25h, 35h, or 45h.

**Commitment:** Each student commits to being at the Research Unit for at least 60% of the total rotation time. At the end of the rotation, the student must submit a report (objectives, activities, observed outcomes, time, location), duly validated by the supervisor, to the UICISA: E Scientific Coordinator.

The final report must be signed by the UICISA: E Scientific Coordinator, the Supervisor, and the Student.

RIR activities are recorded in the diploma supplement.

PROCEDURE:

- a) Through the Young Investigator Window (JI) program, the student should check the RIR projects available to receive students.

- b) Each listed project includes: Title of Structuring Project, Name of the Principal Investigator, Number of Students that it can receive, Period (beginning and end), Execution Time.
- c) The student should select a project and send an email to [janelajoveminvestigador@esenfc.pt](mailto:janelajoveminvestigador@esenfc.pt) with the following information: Name, contact number, attendance year, student number, statement with the availability to complete the RIR, time available to become integrated in the Rotation at the Research Unit.
- d) Each student can only apply to one project.
- e) The Project will be available until all vacancies have been filled.
- f) Vacancies will be taken by order of arrival of applications.
- g) Students may be appointed by the principal investigator of the Structuring Project.

**NB:** Rotations will officially start after the initial integration meeting between the students, the supervisors, and the researcher responsible for the RIRs. Rotations take place from October to April of each academic year.

### 9.7. For Master's (sandwich Master), Ph.D. (sandwich Ph.D.) and Post-Doctoral training

Advanced research and researchers' training in a Master's (sandwich Master), Ph.D. (sandwich Ph.D.), or Post-Doctoral programs at UICISA: E are developed in cooperation with international institutions.

To obtain more information on the application process, please send an email to the National and International Relations Office: [erasmus@esenfc.pt](mailto:erasmus@esenfc.pt)

Regulation process of the Advanced Research programs at UICISA: E:

- a) Initial meeting with the UICISA: E Scientific Coordinator to set the beginning of the program;
- b) Meeting for assessing and monitoring the Activity Plan to be established between the Scientific Coordinator and the Supervisor;
- c) At the end of the advanced research program, the student should commit to publishing at least one article in an Indexed Journal with impact factor. This commitment should be established during the integration meeting where the student and supervisor should sign the "AGREEMENT OF SPECIFIC COMMITMENTS FOR ADVANCED RESEARCH PROGRAMS".

The Scientific Coordinator appoints a researcher to supervise post-doctoral programs who must meet the following criteria:

- a) Be leading a structuring project, with productivity, registered on UICISA: E, capable of accepting a post-Doctoral research;
- b) To have completed a Ph.D. in the last three years;
- c) To have several articles published in Indexed Journals and at least one in a journal indexed to JCR/SJR with impact factor in the last three years.

**NB:** If possible, the supervisor appointed by the Scientific Coordinator should have already conducted a post-doctoral research plan in a national or international center, preferably with a FCT post-doctoral grant.

## 9.8. For support to missions of PCEBP team members

Financial support [registration in international scientific events held by the European Collaborating Centers (JBC)] is foreseen for researchers of the UICISA: E Development Strategic Axis for Science Synthesis and Implementation, Portugal Center for Evidence-based Practice: A JBI Center of Excellence (PCEBP/JBI), to present productivity data of this development strategic axis.

Criteria:

- a) To have signed the agreement with UICISA: E/PCEBP after completion of the CS RTP at our center;
- b) To have a Systematic Review accepted for publication or already published in the past two calendar years in the JBIDSRIR Journal;
- c) To have conducted at least one review as JBI peer reviewer for the JBIDSRIR, during the two calendar years before the mission;
- d) To participate regularly in mentoring meetings organized by UICISA: E;
- e) To submit the request for mission in due time so that the registration and payment are made during the Early Bird period.

## 9.9. To request collaboration for registration of systematic review through the PCEBP

The researchers interested in conducting a systematic review in accordance with the JBI methodology and publishing it in the JBI Database of Systematic Reviews and Implementation Reports (JBISRI) should send an email to the UICISA: E Scientific Coordinator ([jbiportugal@esenfc.pt](mailto:jbiportugal@esenfc.pt)) requesting the collaboration of the PCEBP (attach systematic review proposal).

## 9.10. To include Institutional Affiliation, Acknowledgments, and Funding

UICISA: E researchers should follow these guidelines when indicating their institutional affiliation, acknowledgments, and funding in their outputs:

### 9.10.1. AFFILIATION

#### **Example:**

UICISA: E researcher and ESEnFC teacher → Author<sup>1</sup>

UICISA: E researcher and teacher at the Nursing School of UMinho → Author<sup>1,2</sup>

UICISA: E researcher and teacher at the Health School of IPB → Author<sup>1,3</sup>

UICISA: E researcher and teacher at the Health School of IPVC → Author<sup>1,4</sup>

UICISA: E researcher and teacher at the Health School of IPV → Author<sup>1,5</sup>

UICISA: E researcher and nurse in CHUC → Author<sup>1,6</sup>

1. Health Sciences Research Unit: Nursing (UICISA: E), Nursing School of Coimbra (ESEnFC), Portugal

2. School of Nursing of the University of Minho, Portugal

3. School of Health of the Polytechnic Institute of Bragança, Portugal

4. School of Health of the Polytechnic Institute of Viana do Castelo, Portugal

5. Health School of the Polytechnic Institute of Viseu, Portugal

6. Coimbra Hospital and University Center, Portugal

**NB:** Point 1 – **All UICISA: E researchers should include this point in their affiliations.**

Points 2, 3, 4, 5, and 6 - These are just some examples of how researchers should provide their institutional affiliations. If these institutions have affiliation rules, they must be followed.

### 9.10.2. ACKNOWLEDGMENTS AND FUNDING

UICISA: E researchers should include the “acknowledgments” section in their scientific outputs. Please check two different formats:

In case of **direct payment of expenses** related to the product of scientific dissemination (e.g., payment of translation, submission/publication fee, mission, etc.), researchers should write their acknowledgments as shown in the example below:

#### Portuguese

Este trabalho é financiado por Fundos Nacionais através da FCT – Fundação para a Ciência e a Tecnologia, I.P., no âmbito do projeto Ref<sup>a</sup>.\*.

#### English

This work is funded by National Funds through the FCT - Foundation for Science and Technology, I.P., within the scope of the project Ref.\*.

When **there is no direct payment**, researchers should write their acknowledgments as shown below:

#### Portuguese

Os autores agradecem o apoio da Unidade de Investigação em Ciências da Saúde: Enfermagem (UICISA: E), acolhida pela Escola Superior de Enfermagem de Coimbra (ESEnFC) e financiada pela Fundação para a Ciência e a Tecnologia (FCT).

#### English

The authors gratefully acknowledge the support of the Health Sciences Research Unit: Nursing (UICISA: E), hosted by the Nursing School of Coimbra (ESEnFC) and funded by the Foundation for Science and Technology (FCT).

**NB:** Please insert the bar with the logos of the institutions and funding sources.

## 10 | INVOLVEMENT OF UICISA: E RESEARCHERS IN THE ACTIVITIES OF THE DEVELOPMENT STRATEGIC AXES

The projects' sustained development is reinforced by a combination of specific measures and specialized resources and techniques called Development Strategic Axes: Researchers' Training; Science Synthesis and Implementation; Experimental and Applied Research in Health Care Technologies; Publication and Dissemination of Scientific Knowledge; Ethics; Extension and Society Engagement; International Collaboration; and Optimization of UICISA: E CCM.

Therefore, UICISA: E researchers should participate in the activities of the Strategic Axes to benefit from the specific measures and specialized resources and techniques but also to contribute to the development of the strategic axes.

### 10.1. Researchers' Training

The strength of a team depends on the training effort of its researchers.

- A. The coordinators of UICISA: E clusters are encouraged to replicate the Research Initiation Program for undergraduate students (Research Initiation Rotations - RIRs) in their institutions following the model described in point 9.6.
- B. UICISA: E researchers can develop Advanced Research programs following criteria established in the model described in point 9.7. NB: It is recommended that the guidelines for these programs be shared with foreign universities.
- C. The researchers can register for international researchers' training seminar, which are open on a regular basis and accessible at a distance (<https://www.esenfc.pt/pt/page/100004071/298>).
- D. The researchers are encouraged to use their own research in their teaching activities and engage students and health professionals in research activities.

### 10.2. Science Synthesis and Implementation

The Portugal Center for Evidence-Based Practice: A Joanna Briggs Institute (JBI) Center of Excellence (PCEBP) is a JBI Center of Excellence for Evidence Synthesis and Implementation.

A. To acquire evidence synthesis skills, researchers can apply to CS RTP held by PCEBP and accredited by JBI (University of Australia) at regulated conditions (price, functioning, and commitment).

B. To acquire evidence implementation skills, researchers can apply to the Evidence-based Clinical Fellowship Program (EBCFP) held by PCEBP and accredited by JBI (University of Australia) at the regulated conditions (price, functioning, and commitment).

C. The researchers receive information on PCEBP regular activities.

### 10.3. Experimental and Applied Research in Health Care Technologies (TecCare)

TecCare (Experimental and Applied Research in Health Care Technologies) has its own regulation, approved by the ESEnfC President and available at <https://www.esenfc.pt/pt/page/100004082/301>.

A. Researchers may participate in training activities provided within the scope of TecCare activities at the regulated conditions (price, functioning, and commitment).

B. Researchers are encouraged to integrate teams with the purpose of developing experimental and applied research projects with a link to business and industry. They are also encouraged to submit funding applications.

C. UICISA: E encourages patent applications.

### 10.4. Publication and Dissemination of Scientific Knowledge

UICISA: E publishes an indexed journal, monographs, and proceedings.

A. Researchers are encouraged to submit their articles to the Journal of Nursing Referência.

B. Researchers can create synergies to take advantage of all UICISA: E publication resources.

C. Researchers are encouraged to publish in journals of nursing or allied sciences that accept studies on UICISA: E priority areas and have a significant impact.

D. Researchers should share synergies for the dissemination of research findings in

important international events.

- E. Researchers are encouraged to make their work open-access in compliance with the guidelines on open science.
- F. Researchers should preserve their research data in compliance with the open science policies.

## 10.5. Ethics

UICISA: E is guided by the highest standards of ethics and scientific dignity.

- A. Researchers can submit their studies to the UICISA: E Ethics Committee. Guidelines available at <https://www.esenfc.pt/pt/page/100004004/245>.
- B. UICISA: E researchers are encouraged to promote scientific dignity, participate in discussion forums on ethical issues, and attend training on scientific writing, science communication, and data protection.

## 10.6. Extension and Society Engagement

The link between research and society is a current challenge for researchers.

- A. Researchers are encouraged to engage citizens in research and contribute to health literacy.
- B. Researchers are encouraged to submit their applications to funding programs that aim to increase regional wealth.
- C. Researchers are encouraged to inform society about the research findings, contributing to scientific literacy and culture.
- D. Researchers are encouraged to participate in the FCT Science meetings.

## 10.7. International Collaboration

Internationalization is a research unit's indicator of excellence.

Researchers are encouraged to guide their activities based on UICISA: E internationalization indicators:



- A. To be part of international research networks with the purpose of leading, influencing policies, providing expertise , and collaborating in funded projects.
- B. To make technical visits to international research centers.
- C. To welcome foreign researchers into research projects to develop researchers' training activities.
- D. To participate in international events, particularly on technology and innovation.

### 10.8. Optimization of the UICISA: E CCM

UICISA: E researchers must be familiar with the indicators (described below) that allow monitoring the UICISA: E management and development model (UICISA: E CCM).

Indicators for monitoring the UICISA: E CCM:

1. The UICISA: E database includes all the productivity data of the researchers' team, which have been properly assessed and validated.
2. The researcher's guide is updated and approved, and the researchers are familiar with it and act in accordance with the regulations.
3. The management bodies carry out their functions in accordance with the Statutes.
4. The Structuring Projects are active and focused on the priority areas.
5. The funded projects are properly executed, both scientifically and financially, and strengthen their trajectory by intersecting resources provided by the Strategic Axes.
6. The clusters develop their activity in accordance with the UICISA: E Statutes and replicate the UICISA: E organization model in their contexts and networks. Each management institution establishes the financial rules for supporting their researchers.
7. The team has an annual productivity equivalent to the number of researchers and develops R&D activities with quality and merit. These activities are assessed based on international standards, taking into account their originality, consistency, and rigor, as well as their contribution to the advancement and application of knowledge and other contributions relevant to society.
8. UICISA: E honors all the commitments it has made to FCT and assumes full responsibility for the correct implementation of its plans and reports.



Scientific Coordinator of the UICISA: E

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HEALTH SCIENCES  
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