



**PHILIPPINE PEDIATRIC SOCIETY, INC.**  
*Committee on Research Forum & Workshop*

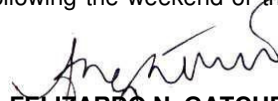
**Guidelines for the Submission of Research Papers and Proposals**

1. The following research papers must be submitted to the Committee on Research Forum & Workshop for evaluation and recommendation:
  - 1.1 Research paper for Diplomates and Fellows
  - 1.2 Interhospital Prospective Research Contest for Residents
  - 1.3 Research Proposals for funding by Research Fund Review Board
    - 1.3.1 Research Incentive Grants
      - i. Research Professorial Chair
      - ii. Faculty Research Grant
      - iii. Consultants' Research Grant
    - 1.3.2 Research Assistance Grants
      - i. Research Assistance Grant for Residents-in-Training
      - ii. Research Assistance Grant for Fellows-in-Training
      - iii. Research Assistance Grant for PPS Regional Chapters
    - 1.3.3 PPS Research Grant for Other Meritorious Researches
  - 1.4 Research papers intended for submission to the Committee on Research Awards

All concerned are advised to submit their papers much earlier than the deadline so the Committee members can evaluate them in advance.

2. CR form 100 must be properly filled up by the Principal Author. All authors (Principal and Co-Authors) must sign on the space provided for to signify their approval of the final paper. A separate sheet of paper containing the signatures of the Department Chair, Training Officer and Research Coordinator attesting that they have read and approved the paper of a pediatric resident will also be required.
3. All research papers to be submitted to the Committee (5 hard copies) must be accompanied by a copy in a CD-R in Word Format – Arial). The disc should be properly labeled outside with the complete title of the paper, author's and institution where the paper was done. Be sure that the disc is virus-free
4. Each research paper should have a separate page for the Abstract which must follow the Structured Format, single space with a maximum of five (5) keywords printed in ***italics*** at the end of the abstract. The abstract must have the following parts, not exceeding 325 words: Title of the Paper, Authors, Institution, Background, Objectives, Design, Subjects, Methodology, Statistical Analysis, Results, Summary/Conclusion.
5. Schedule of submission of research papers:
  - 5.1 1<sup>st</sup> Friday of June for those planning to take the November Board Examinations or for those applying for change of membership status and to be inducted in December
  - 5.2 1<sup>st</sup> Friday of December for those planning to take the March Board Examinations or for those applying for change of membership status and to be inducted in the Annual Convention
    - 5.2.1 Those planning to submit their papers for Research Awards
    - 5.2.2 Interhospital Research Paper Contest, Poster Session or Free Paper Presentation
  - 5.3 Research protocols for funding (1.4) shall be submitted not later than the last working day of March and September of each year.

Papers to be submitted by post should be post marked before the above deadlines except if any of those dates fall on a weekend or holiday; in those cases, the Monday following the weekend or the next working day will be the deadline for the submission of paper.

  
**FELIZARDO N. GATCHECO, M.D.**  
*Chair, Committee on Research Forum  
Philippine Pediatric Society, Inc.*