

Instructions to researchers seeking permission for data collection in
Teaching Hospital Kurunegala

1. All researchers are strongly advised to be well aware and adhere to the following conditions during Data collection within this institution.
2. Any form of data collection (whether it's primary or secondary data) should be performed only after formal and written permission from the head of the institution.
3. Your permission letter should always be available with you during the process of data collection.
4. No attempts should be taken to perform data collection deviated from the terms of data collection of your submitted proposal for which permission was granted. Evidence of any irregularity is likely to cause termination of data collection within this institution on the same study or any study of the same research members.
5. Process of data collection should always be completed within sixty days from the date stipulated in the permission letter as date of commencement of data collection.

However if the researcher needs an extension to the original ending date allowed for data collection it should well in advance be informed in writing clearly stating the extra time needed giving sufficient justification for that claim.

6. Depending on the nature of the study certain studies may require data collection beyond sixty days. Such studies may on the first instance be granted an extended period of data collection considering the individual case of the study and its Justification by the researcher.
7. All researchers are expected to liaise with the consultant/s in charge of the clinic/ward/or any other discipline whether they are/are not part of the study.
8. Researchers are strictly advised to keep to the National and Institutional COVID preventive guidelines during the process of data collection.
9. All matters pertaining to permission will be at the discretion of the head of the institution.
10. All communications in this regard will be dealt through scientificresearch.thk@gmail.com

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