



CRPS UK Registry Steering Committee Terms of Reference

The committee will convene at least 3 times per year. The functions of the Steering Committee are to plan and supervise analyses and publications, to ensure adherence to the 'CRPS UK Registry publication policy' and to the 'Guidelines for access to data from the CRPS UK Registry', to plan the updating of the Registry, and to act as Project Management Group for further common projects.

- **Plan and oversee research relating to CRPS-UK Registry publications**
 - Provide a well publicised and coherent pathway for researchers to seek approval for access to data contained on the Registry
 - Conduct transparent approval processes for access to Registry data
 - Support members of the Network in publishing data arising from the Registry
 - Work with an appointed External advisor to provide peer review when consensus cannot be achieved within the Committee membership

- **Ensure adherence to the 'CRPS UK Registry publication policy' and 'Guidelines for access to data from the CRPS UK Registry'**
 - Promote the guidance documents across the Network and alert all new members to them
 - Regularly invite reports from Network members on current projects and publications in press
 - Maintain a database of current projects and publications arising from the Registry
 - Keep all documentation up to date (review annually) and display on Network website
 - Ensure any new research proposals are approved through the committee and the necessary approvals have been obtained before commencement

- **Plan the updating of the Registry**
 - Ensure a system is in place for regular review of the content and format of Registry clinical documentation and online information
 - Liaise with the Registry support team to facilitate smooth operation of the Registry and at times of review
 - Disseminate to Network members in a timely manner when a review will take place and the outcome of any review

- **Act as Project Management Group for further common projects**
- Invite feedback from members across the Network on suggested future projects
- Monitor funding opportunities (commercial and non-commercial) that may inform the direction of future projects
- Work closely with national and international collaborators to identify new project areas
- Support Network members in the development of research grants that wish to utilise Registry data.