SUBJECT MATTER EXPERT BRIEFING

Welcome and thank you for your interest in collaborating as a subject matter expert for our training development series! This document provides some background to the project and outlines how subject matter experts can contribute to the development of online training resources for those working with healthcare systems data in trials in the UK.

HDR UK: Transforming data for trials workstream
HDR UK is the national institute for health data science, established in 2018 by a consortium of nine UK core funders. HDR UK's mission is to unite the UK's health data to enable discoveries that improve people's lives. It brings together over 700 people across 87 organisations, 32 locations and multiple sectors.

The Centre for Trials Research, Cardiff University, is funded as part of the HDR UK Transforming Data for Trials workstream to establish and develop a broad spectrum of relevant training for the clinical trials community to improve access to, and use of, data for trials including processing, analysis and storage of healthcare systems data for trials.

What will the online training look like?
Each module will typically comprise three to four bite-sized videos (each of approx. 2-3 mins length) and will be a stand-alone resource that sits within the overarching Transforming Data for Trials training programme.

A typical structure will include video headings such as:

- Why this topic is important
- Key considerations / literature
- Examples of best practice
- EDI considerations on this topic
- Public and/or patient views on this topic
- Future directions and priorities

We will also collate and link to further reading and materials for each module. This could take a number of forms, including linking to existing webinars or recorded materials on the topic, published papers and/or reports and guidance documents.

How can subject matter experts get involved?
We are looking to work with subject matter experts on all planned modules to guide the training content and provide expert opinions and recommendations on their areas of expertise including links to relevant resources and contact details. As a minimum, we would ask that each expert works with us to:

- Agree the learning objectives of the module
- Write or contribute to scripts used in videos or voice-overs

- Sign off the final script and associated slides/ images
- Provide additional resources to link to (already produced videos/webinars/papers)
- 12-18 months post-production - be available to consider any key updates required to the content

In order to include a range of speakers, including across career stages and organisations, we are also keen to film subject matter experts to include ~~as talking heads or voice-overs~~ for each training module. The HDR UK Training Team can provide equipment and guidance for this.

We will also work with members of our lay faculty to bring in the public's voice on all topics. We would welcome additional public contributors to work with us if you have individuals in mind who have particular knowledge in your area of expertise.

What's in it for the Subject Matter Expert?
This can be a quick and easy way to disseminate some of your recent work in accessible bitesize training. Metrics will be recorded for all training modules which can be a useful tool to evidence reach and impact of your work, including international reach. Being involved in the training modules can also lead to further outputs such as webinars, podcasts as well as more traditional publications. We have a publication policy with additional ideas which we can make available / [add link]

Getting involved as a subject matter expert
Below is an example of how we will aim to deliver a module over 3 months, however we can be flexible to the needs of the topic and individuals involved.

- *Month 1:* Introduction meeting with Cardiff Team to agree learning objectives and outline content
- *Month 2:* Writing 2 or 3 scripts of approx. 500 words each on agreed content
- *Month 3:* Filming and sending for production to the HDR UK Training Team
- *Post-Production:* Once modules are live, we will work with subject matter experts to disseminate the training resources and publicise the work in this area.

We will be working to a list of topics for delivery and be reaching out to relevant subject matter experts in these areas. Our current timetable is available on our website here: https://www.cardiff.ac.uk/centre-for-trials-research/research/studies-and-trials/view/top-cat

If you have an idea for a training module, please do get in touch!

The TOP-CAT Team:

Dr Fiona Lugg-Widger
Dr Rob Trubey
Nagheen Ahmed
Sarah Rawlinson
Prof Mike Robling
Contact us on: TOP-CAT@cardiff.ac.uk