

## Ahus - User participation in research projects

Doc . admin.: Subaitha Navaruban Valid from: 28/08/2023 ID: 33939  
Approved by: Øystein Mæland Revision deadline: 27/08/2025 Revision: 2.1

### 1.0 Purpose

On behalf of the Ministry of Health and Care, in 2015 national guidelines for user participation in research were developed and anchored in the four RHF's . In order to operationalize the national guidelines and to standardize user participation at Ahus, the Joint Research Committee Ahus/UiO (FFU) decided in March 2016 to continue the internal routines from the pilot in autumn 2015.

### 2.0 Scope

The routine applies to all research projects at Akershus University Hospital HF.

### 3.0 Job description

#### 3.1 Liability

The researchers are offered an assessment by the User Committee at Ahus with regard to:

- How and in which parts of the project user participation can be beneficial
- Any nomination of relevant user representatives with the necessary knowledge and experience
- Ability assessment of potential user participants

These assessments, which will be dealt with continuously in the User Committee, will take place in collaboration with the researcher. Should there be disagreement about what ensures the best user participation, the project manager, as responsible for the project, will make the decision. It is also the responsibility of the project manager, and not the User Committee, that the user participation that is considered expedient actually takes place. The user representative in the project must have real participation and be involved as early as possible in the research process.

#### 3.2 Action

When establishing new research projects, the project manager fills in a form (appendix in this procedure) and sends this by e-mail to the contact person for the User Committee [ingrid.helene.halvorsen@ahus.no](mailto:ingrid.helene.halvorsen@ahus.no) .

User participation must be in place as early as possible in the project process. The user committee should already be involved in the start-up phase of the work on the project description.

Many external funding sources now require user participation, so it is important that the project manager contacts the user committee well in advance of the application deadline for external funding sources.

In projects where it is not relevant to include user participation, it should be well justified in the project description why this has not been included. The application may be refused by the funding source due to insufficiently documented user participation.

### 4.0 Related Documents

 [Ahus - Responsibility in quality and research projects](#)

## **5.0 Appendix**

Form for assessment of user participation in research projects

## **6.0 Basic information**

### **6.1 Basic documents**

[User participation in health research in Norway, Final guidelines and measures 26/02/2015](#)

Supervisor for user participation in health research in the specialist health service

### **7.0 Keywords**

User participation