



OONL Approval for Utilization of Member Contact List

In an effort to respect the time of our members, our organization does not routinely share our member contact list. However, on occasion, a project may align with our mission and values, in which case, if approved, the Ohio Hospital Association will send a correspondence on your behalf.

Please note the approvals process is as follows:

1. Complete the following **Approval for Utilization of Member Contact List** form
2. Send to the Chair of OONL Evidence Based Practice Committee
3. The Evidence Based Practice Committee will review the request and give a recommendation to the Executive Board
4. The Executive Board will approve or deny the request
5. You will be contacted and receive feedback regarding your request
6. If your request is approved, the Ohio Hospital Association will send the correspondence on your behalf.

Your Name:

Your Organization:

If this is a student project, please indicate the school and program:

1. Please attach an abstract which includes the following:

Background/Significance
Purpose of the study/project
Methods
Data Analysis
Implications

2. How does your study/project align with OONL values?

3. Please select the reason for your request:

Research

If Research: IRB number _____

IRB approval date _____

Which Institution IRB approved the study? _____

Quality Improvement/Performance Improvement project

Evidence Based Practice

Other (Please specify if other) _____

4. Please indicate the platform you are using for your survey (ex. emailed with a link to Qualtrics, RedCap, mailing paper tools, etc.)

5. Please indicate the length of your survey:

Number of questions _____

6. How many times would you like OONL members contacted?

7. Who will you be sharing the data with?

8. Are you willing to disseminate the results to OONL?

No

Yes

9. Please indicate a timeline of when you would like to send the survey and when you will conclude your study/project and have results.

Please submit your completed form to Wendy Sarver, PhD, RN, NEA-BC, Chair Evidence Based Practice Committee at: wsarver@metrohealth.org, and direct any questions to Wendy as well.

Please note all survey requests to OONL members will be coordinated and sent out by the Ohio Hospital Association.