

## THE TEG's TOP RECRUITMENT TIPS

1) Don't miss out on introducing new doctors to the Sunflower study - could one of them be your site's next API? Use our '**Junior Dr Induction PowerPoint**' as a hassle free, and informative guide to the study, in your departmental inductions. Our website has this and many other great resources available!

<https://sunflowerstudy.blogs.bristol.ac.uk/surgical-trainees/>

2) Have you **put up posters** advertising the study in your clinics, admission areas and wards? These act as a great daily reminder and pre-made posters can be found on our website! <https://sunflowerstudy.blogs.bristol.ac.uk/surgical-trainees/>

3) **Optimise the number APIs at your site!** Each site can have two surgical APIs and one radiology API, so don't forget to involve your radiology colleagues! Visit the NIHR API Scheme website for more information. <https://www.nihr.ac.uk/health-and-care-professionals/career-development/associate-principal-investigator-scheme.htm>

4) Do you **attend the on-call handover**? This is a great place to identify patients attending acutely with biliary pathology - could they be recruited?

5) We recommend creating a brightly coloured **Sunflower folder containing pre-printed patient information leaflets + consent forms** and leaving this in clinics, or assessment areas. This folder will be easily identifiable and make recruitment easier for those busy clinics and on-call days!

6) **Using Pando** (available on App/Google store) is a great way to exchange patient details (in an encrypted way!) between members of the team, for those hectic days when you don't have time to recruit yourself!

7) Attention radiology colleagues! Could you implement **automatic alerts on ultrasound reports** which show biliary pathology? These alerts can remind clinicians about the study, identify suitable patients and boost patient recruitment!

8) Could you **review laparoscopic cholecystectomies waiting lists**? It's not too late to recruit these patients to the study - they can be contacted ahead of surgery and postal / telephone consent obtained.

9) Could you **review clinic lists** ahead of a stint in clinic? Highlighting patients with potential biliary pathology before they arrive, gives you time to plan with the research nurses and prepare the paperwork!

10) **Liase with your radiology/sonography colleagues** - they could forward on a list of suitable patients that they have examined in their clinics, preventing these patients from getting missed!

11) Could you implement a '**pop up reminder**' on **MRCP requesting** to inform clinicians about the study before proceeding? Speak to your IT departments about this - we're sure they'll be very helpful, as they have been at other sites!

12) **Take advantage of the Sunflower Study resources on our website** - patient / clinician videos, API info, up to date leaflets and FAQs just to mention a few!  
<https://sunflowerstudy.blogs.bristol.ac.uk>

13) **Celebrate your recruitment success!** Don't forget to update your department with their recruitment figures – recognising and appreciating your teams hard work will boost morale and you can aim to reach an even higher recruitment target!