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2.01 CENTRAL OFFICE MEDICAL RESEARCH SERVICE

The **Director, Medical Research Service**, is responsible to the ACMD for R&D (Assistant Chief Medical Director for Research and Development) for policy development, peer review of all proposed research studies, budget formulation, and distribution of research funds.

a. The **Field Operations Division** is responsible for the administration and funding of medical research programs. Staff assistants within the divisions are assigned to geographical areas and provide liaison with the research staff of health care facilities within their areas. This Division is responsible for the administration of the Research Advisory Group program.

b. The **Program Review Division** is responsible for the administration of the Merit Review Program. VA Central Office constituted Merit Review Boards evaluate the scientific and technical merit, budgetary needs, and duration of support of centrally funded research conducted at health care facilities.

c. The **Cooperative Studies Program Division** is responsible for the administration of cooperative studies.

d. The **Career Development Program Division** is responsible for the administration of career training and development awards.

e. The **Planning Council for Medical Research Service** advises the Director, Medical Research Service, on matters of policy relevant to the administration of the Medical Research Service, budgetary matters, program development, and resource allocation. The committee also reviews various recommendations for changes in policy issues submitted by staff of VA medical centers.

(1) The Planning Council is advisory to Director, Medical Research Service, and its recommendations should not be assumed to be accepted by Medical Research Service.

(2) The council consists of 14 members appointed by the Director, Medical Research Service, for overlapping 3-year terms. Membership consists of VA ACOS for R&D (Associate Chiefs of Staff for Research and Development), Chiefs of Staff, Chiefs of VA Clinical Services, and Administrative Assistants for Research and Development. Meetings are held twice a year with an agenda prepared by the Chairman of the Planning Council and Director, Medical Research Service. The meeting is also attended by the ACMD and Deputy ACMD for R&D; Deputy Director, Medical Research Service; Chief, Cooperative Studies; and Administrative Officer for Medical Research Service.

2.02 HEALTH CARE FACILITIES

a. The ACOS for R&D or the C for R&D (Coordinator for R&D) at the investigator's health care facility coordinates submissions of all medical research proposals, and is responsible for the administration of all ongoing medical research programs, regardless of the source of fiscal support.

b. The R&D Committee and its subcommittees perform their functions for VA medical research programs of all types, including those administered by an affiliated institution.