

Transition Policy for FPRN® Projects

A. Use of Transition Plan

- a. This transition plan shall apply when any of the following occur:
 - i. The primary investigator (PI) of the project, who is by nature a fellow investigator, graduates from fellowship.
 - ii. The primary investigator (PI) of the project voluntarily withdraws from leadership of the project.
 - iii. The primary investigator (PI) of the project voluntarily withdraws from FPRN® and/or SGS membership.
 - iv. The primary investigator (PI) of the project, after agreement by the Steering Committee of the FPRN® and/or the Advisory Board, is removed from leadership of the project due to general agreement that the PI is not suitable to support project success and a suitable alternative PI can be named or found.
- b. This transition plan is not a plan for authorship listing or authorship order on FPRN® projects. For authorship information, please refer to the Authorship Policy for the FPRN®.
- c. This transition plan is not a listing of the responsibilities and tasks for a PI or author on an FPRN® project. For this, please refer to the FPRN® Policies and Procedures and the Authorship Policy for the FPRN®.

B. Transition Plan

- a. Ideally, the outgoing PI will name an incoming PI to take their place in the event of one of the situations outlined above in Section Aai, Aaii, or Aaiii. This should be done with agreement among the current fellow investigators on the project, and the name of the new PI should be offered to the Steering Committee 30 days or more in advance of the original PI's departure.
- b. Aaiv represents an exception where the PI is involuntarily removed from the position of PI and therefore has less notice. In this specific case, the Steering Committee, in cooperation with the former/outgoing PI and Study Mentor(s) on the project, will name a new PI within 30 days of the removal, alerting the PI that they are no longer considered the PI.
- c. Potential new PIs on an FPRN® project are ideally one of the following, although this list is not limiting, and alternatives not on the following list may be agreed upon by the Steering Committee in cooperation with the former/outgoing PI:
 - i. A fellow investigator in an earlier fellowship year (i.e., not in the year of anticipated graduation) who is an investigator on the project, either at the PI's home institution or another institution actively involved in the project.
 - ii. A fellow investigator in an earlier fellowship year (i.e., not in the year of anticipated graduation) situated at the PI's home institution who is not already actively involved in the project but is deemed by the Steering Committee and Advisory Board and the outgoing PI to be ideally situated and able to take over PI responsibilities at the home institution and within the FPRN®.
 - iii. An incoming fellow investigator (not yet started fellowship but matched into fellowship) at the PI's home institution who is not already actively involved in the project but is deemed by the advisors on the project and the outgoing

PI to be ideally situated and able to take over PI responsibilities at the home institution and within the FPRN®.

C. Transition Plan Conflict Resolution

- a. If transition plans come into conflict, either due to lack of agreement about a transition plan for PI leadership amongst the fellow investigators (the PI and other fellow investigators on the project), the Steering Committee, the Study Mentor(s) on the project, or the Advisory Board, the following shall be the flow of request for advice and resolution:
 - i. All conflicts amongst the above shall be resolved by requesting advice from the next level up in the FPRN® governance structure, as follows:
 1. Fellow investigators > Study Mentors to project > FPRN® Steering Committee > FPRN® Advisory Board > SGS Research Committee.
 2. If advice from the next level up the governance structure is unable to resolve the conflict in discussion with the involved fellows, they shall request advice from the next level above them, and so on.