



MOHCCN INDIVIDUAL MEMBERSHIP POLICY AND PROCEDURE

(as of November 30, 2023)

Table of Contents	
1. Introduction	Page 1
2. Purpose	Page 2
3. Definitions and Eligibility	Page 2
4. Avenues of Entry into MOHCCN for Research Investigators	Page 2
5. Duties and Obligations of MOHCCN Investigators	Page 3
6. MOHCCN Membership Benefits	Page 3
7. Procedure for Nomination for MOHCCN Network Investigator Status	Page 4
8. Approval Process	Page 4
9. Membership Review Process	Page 4
10. Phases of the Process	Page 4

1. Introduction

The vision of MOHCCN is to bring together leading cancer centres across Canada to collaborate on precision medicine to benefit cancer patients and drive innovation. The goal of the Network is to apply advanced technologies such as genomics, high-powered imaging and artificial intelligence (AI) to solve complex cancer cases. The Network will generate and share molecular, clinical, and health outcomes data on its cancer patients. The Network is anchored with at least one designated consortium in each region of Canada and also funds competitive pan-Canadian projects that will drive the practical applications of precision medicine.

2. Purpose

The purpose of this policy is to define eligibility requirements and the process for becoming a MOHCCN member.

There are several reasons for this membership process. With the growth of the Network over the past five years, it is more relevant than ever to appropriately identify and integrate the stakeholders into the Network. Identifying and understanding Network stakeholders will help to:

- Solidify engagement and inclusion within the Network.
- Identify opportunities for engagement with broader stakeholder groups external to the Network.
- Target Network communications to appropriate groups.
- Support processes for confidentiality agreements within Network membership, where appropriate.
- Enhance the structure and engagement opportunities to support Equity, Diversity, and Inclusion (EDI) considerations within the Network.

3. Definitions and Eligibility

It is important to ensure that the stakeholders are prioritized according to their ability to contribute to the enhancement of MOHCCN.

To be eligible for nomination, an Individual must meet at least one of the following criteria:

- Investigator: Is employed or otherwise given academic status by a Participating Institution who is responsible for contributing data/cases to the Network. Includes Principal Investigators and Senior Leads of consortia cohorts, Pan-Canadian projects, other projects (NBI, HESPE, QPRO, and HTA), and pilot projects. This does not include Research Assistants and Associates, or staff employed at Network member Institutions (project managers, administrators, finance, and legal).
- Working Group or Committee: Is contributing to Network activities through Working Groups and Committees; may overlap with Investigator Membership.
- Awardee or Trainee: MOHCCN-funded awardees and trainees; TFRI-funded awardees, as applicable; contribute to capacity building for the Network. This does not include other institutional graduate students.

4. Avenues of Entry into MOHCCN for Individual Members

As a general principle, participation in MOHCCN is open to the entire scientific community in Canada that is undertaking research within the context of MOHCCN's mission and vision (see <https://www.marathonofhopecancercentres.ca/about-us/who-we-are>).

For those Canadian researchers interested in participating in the Network, there are three avenues leading to Network participation for researchers:

1. As a Team Member on a currently funded project

Co-investigators can be nominated for inclusion in the Network by existing Principal Investigators within the Network, where the proposed co-investigator brings expertise and resources to a currently supported project within the Network.

2. As a Principal Investigator within an open or targeted RFA

Periodically, MOHCCN will hold targeted Requests for Applications (RFAs) or be involved with other organizations in research areas specific to MOHCCN's mission and vision. Researchers obtaining MOHCCN funds through this process are required to join the Network.

3. As a Scientific Leader in any MOHCCN initiatives recommended by Consortia Leads

Individuals can be nominated for inclusion in the Network by existing Principal Investigators, Research Leaders within the Network, or the Executive Director where the proposed co-investigator brings expertise and resources to bear upon Network activities like participation in MOHCCN Working Groups and Committees.

5. Duties and Obligations of MOHCCN Individual Members

All members of the Network shall be treated with respect, dignity and fairness and a Network environment will be created that promotes engagement, openness, and transparency. The diversity of our people and the ideas they generate are the source of our innovation.

As fulfillment of membership, all individuals holding a MOHCCN membership are expected to:

- Embrace the spirit of collaborative research
- Follow Network guidelines and the MOHCCN Researcher Code of Conduct
- Participate in multi-disciplinary integrated research projects creating added value
- Contributing to the achievement of MOHCCN milestones
- Report IP disclosures and other activities to MOHCCN

6. MOHCCN Membership Benefits

All individuals holding a MOHCCN membership are entitled to the following membership benefits:

- Integrated, multi-disciplinary research collaboration opportunities
- Networking opportunities, such as the MOHCCN Annual Conference and other program meetings
- Dissemination opportunities for MOHCCN research results to the scientific community and the public as per the MOHCCN Publication Policy
- Recognition of participation in the Network on the website and other materials

7. Procedure for Nomination for MOHCCN Individual Status

To become an approved Network Individual, a membership request form (<https://www.marathonofhopecancercentres.ca/member-area>) must be submitted through the MOHCCN website.

8. Membership Review Process

1. Applications for membership will be considered on an as-needed basis throughout the year.
2. Applicants will be notified concerning their membership applications at the earliest possible date.
3. Please note that in order for Individual membership to take effect, his or her institution must sign the MOHCCN Joinder Agreement.
4. Membership of existing Network Investigators will be reviewed every 2 years in order to ensure:
 - a. MOHCCN Individuals are engaged, committed participants
 - b. MOHCCN members understand the value of network membership in its broadest sense.

9. Approval Process

1. The TFRI MOHCCN Team reviews applications and prepares a recommendation to the Network Council.
2. The Network Council reviews the recommendations and applications and makes the final decision regarding approval.
3. Participant receives membership and signs Confidentiality Agreement and Code of Conduct.

10. Phases of the Process

There will be two phases of the individual membership process.

- Phase I: Steps to include individuals that are part of current Network Members (Institutions with Joinders or in current working groups)
- Phase II: Steps to grow the Network members to other individuals interested in requesting membership (i.e. basic scientists, clinicians, etc. that may become involved in a cohort/project)