

## **SOP C-2033 Appendix 3**

### **Site Coding Guidance**

**University Hospitals of Leicester NHS Trust**  
**Research & Innovation (R&I)**

### **Site coding**

When completing the Participant in Research Experience Survey (PRES), the form requests that study teams pre-populate the site name prior to sharing with participants.

To support data analysis it is important the site names relating to University Hospitals of Leicester NHS Trust (UHL) carry the correct reference so that responses can be attributed correctly, which makes the data gathered meaningful.

The following naming conventions have been agreed with the National Institute for Health Research (NIHR) Clinical Research Network East Midlands (CRNEM):

All studies carried out on UHL sites **MUST** start with UHL. This is followed by the infrastructure within which the study is carried out, if applicable. Finally, the specialty can be named in brackets.

#### **Examples within a research facility:**

**UHL – PRC (infectious diseases)**

**UHL – BRC (cardiovascular)**

**UHL – CRF (rheumatology)**

**UHL – Research Space (children's)**

**UHL – HOPE (haematology)**

#### **Examples outside a research facility:**

**UHL (women's)**

**UHL (ophthalmology)**

**Where a study cannot be assigned to a single specialty or research facility, the site name should read UHL only.**

CRNEM cannot guarantee that its current dashboard will be able to disaggregate the data by specialty, but will serve as a useful internal tool to assign study feedback to managers and the corporate R&I team.

Questions about site coding should be sent to [researchcomm@uhl-tr.nhs.uk](mailto:researchcomm@uhl-tr.nhs.uk) BEFORE they are implemented by a study team.