



CALL FOR RESEARCH WEEK COMPETITION MANUSCRIPTS

To The Medical City Enterprise:

The Clinical and Translational Research Institute (CTRI) is inviting our researchers to this year's Research Week celebration on October 20-24, 2025. The objectives of this year's celebration are: (1) to recognize the research accomplishments of TMC Enterprise, (2) to enhance the shared research culture within TMC Enterprise, and (3) to promote research collaborations within and outside TMC Enterprise. In line with this activity, we would like to invite your department to submit research manuscripts from your trainees, clinical, and administrative staff for our oral and poster presentation competitions. The research manuscripts should fall under the following categories: case reports, descriptive research, analytical research, quality improvement research, or experimental research.

Described below are the mechanics for the submission and the competitions.

A. Manuscript submission for initial screening

- The manuscript will be open to all departments (clinical and administrative) with high-quality, unpublished research outputs.
- All clinical research should be approved or acknowledged by TMC Institutional Review Board. All experimental and administrative research should be endorsed by the concerned department and acknowledged by CTRI.
- The manuscript should follow the prescribed format by CTRI. The templates can be accessed using the following links/ QR codes:



◦ Case Report- bit.ly/RWcasetemp



◦ Original Research- bit.ly/RWorigtemp

- The manuscript should be submitted through the CTRI website. To submit, go to www.themedicalcity.com/ctri, click the "Grants and Application" tab, and click the "TMC Healthcare Research Submission" section. In the submission section, accomplish all the fields. Please take note of the following:
 - Under the "Description" field, please indicate "RESEARCH WEEK 2025 SUBMISSION".
 - Under the "Full Protocol" field, please upload your formatted manuscript in word format only.
 - Under the "IRB Forms" field, please upload the IRB acknowledgement or approval letter, if applicable.
 - Under the other fields that require text input, just type in "NA".
 - Under the other fields that require file upload, please upload blank Word and Excel files, whichever is applicable.
- Submission of the manuscript is due on September 5, 2025, 11:59 PM. Manuscripts submitted afterwards will NOT be considered for the competitions.
- The initial screening of the manuscripts will be conducted on September 8-12, 2025. The screening will be done by internal reviewers.



B. Oral presentation guidelines

- All finalists for the oral presentation will be announced on or before September 15, 2025. The individual authors will also be emailed the final schedule of their respective presentations.
- Separate guidelines will be released to the finalists for the presentation proper.
- After all the scheduled presentations, a voting poll will be opened online for the determination of special awards winners. Only those present at the end of the program will be eligible to vote. The special awards are defined as follows:
 - Audience Choice Award- chosen based on the number of votes in the live online voting; to be awarded every session.
 - Best Presentation- chosen by the judges; to be awarded every session.
- Winners for each session will be announced after every program. Cash prizes and certificates of recognition will be sent to all winners. Likewise, certificates of participation will also be sent to the participants. The cash prizes for the winners are as follows:
 - Special Awards PhP 3,000.00
 - Third Place PhP 5,000.00
 - Second Place PhP 7,000.00
 - First Place PhP 10,000.00

C. Poster pitch guidelines

- All qualifiers for the poster presentation will be announced on or before September 15, 2025. The individual authors will also be informed through their personal emails.
- Separate guidelines will be released to the finalists for the presentation proper.
- Throughout the poster pitch presentation, a voting poll will be opened online for the determination of the special award winner. The special awards are defined as follows:
 - Audience Choice Award- chosen based on the number of votes from the live online voting.
- Winners for the poster pitch will be announced on the last day of the program. Cash prizes and certificates of recognition will be sent to all winners. Likewise, certificates of participation will also be sent to the participants. The cash prizes for the winners are as follows:
 - Special Award PhP 2,000.00
 - Third Place PhP 3,000.00
 - Second Place PhP 4,000.00
 - First Place PhP 5,000.00

Finally, everyone is cordially invited to attend all the sessions of the Research Week 2025. The details on the registration and the program will be announced soon.

If you have any questions about the guidelines, please call 8988-1000 local 7834 or email us at ctri@themedicalcity.com.

We look forward to receiving your submissions soon!

Sincerely,

Raul V. Destura, MD, MBA
CTRI Director