

**Research Project Proposal Instructions:**  
**Case Report and Case Series**  
Email to: [FRCT@som.umaryland.edu](mailto:FRCT@som.umaryland.edu)

You should demonstrate a firm understanding of your project and the procedures you plan to follow. Be clear, avoid jargon, and spell out abbreviations before using them the first time. **Use 1-inch margins, 11- or 12-point Arial font, and full justification.**

**Basic Information:**

Include on a cover page or on the first page of the proposal before the abstract.

- Student name
- Faculty mentor(s) name and department, and division if applicable
- Title of the scholarly project

**Abstract: 1 Page Maximum (Recommended 250-300 words)**

Your abstract is a succinct and accurate description of your project. Be sure to include:

- Brief background statement
- Clinical Case Description
- Methods

**Key Considerations for Case Reports/Series:** Clinical case reports/series provide a valuable opportunity to highlight novel presentations, diagnostic challenges, rare conditions, unexpected treatment outcomes, or significant teaching points. When identifying an appropriate case report/series you should be able to work through the question of why the case or series of cases is novel enough to be published.

**This case is significant because:**

- It demonstrates a rare manifestation of a common disease **OR**
- It involves a rare disease with limited prior documentation **OR**
- It posed a diagnostic/management challenge with important learning points

**It contributes to the medical literature by:**

- [state how it fills a gap or illustrates something unique]

**Research Plan: 2 Pages Maximum, 1.5 spacing, **excluding** Literature Cited**

- A. Describe the Condition or Diagnosis being Addressed:** State concisely and realistically what the report will address. Discuss what the salient learning points will be outlined in the publication. It is often important to be able to state how the knowledge presented should change an individual's clinical practice.
- B. Background and Significance:** Briefly summarize the scientific background to the proposal. Critically evaluate existing knowledge, and specifically identify gaps that the project is intended to fill. Be sure to indicate how your report provides new information.

**C. Methods:** Discuss your search methods and tools. Discuss which terms and databases you searched and how you determined that your report will contribute novel information to the medical literature.

**D. Student Role & Responsibilities:** Clearly describe ***your*** role in the proposed project. Outline the specific tasks and responsibilities you will take on and how your work contributes to the overall goals of the project. This section should reflect your direct involvement in both the planning and execution of the research.

**E. Anticipated Results & Potential Pitfalls:** Describe the expected outcomes of your research and their significance. Identify potential challenges or limitations and outline alternative strategies to address them if needed. Consider methodological constraints, data variability, or other factors that could impact your results.

**F. Publication.** To use a case series or report as your Scholarly Project, it needs to be accepted for publication. Discuss the journals to which you plan on submitting your case report/series and how any publication costs will be covered.

**G. Literature Cited:** References should be cited in numerical order as they appear in the text, rather than alphabetically. Please follow [AMA citation guidelines](#).