

New Researcher Tipsheet

For Investigators, Study Staff, and Trainees New to Research

REQUIRED TRAINING

□ CITI/CREC Certification – fulfills Human Subjects Protection training requirement per 45 CFR Part 46

- WHAT The CITI Program provides core training in the protection of human subjects in research. Completion of CITI Basic Training enters researchers into the Continuing Research Education Credit (CREC) program. Researchers must earn 12 CREC every 3 years after initial certification to remain in compliance.
- WHO All study team members conducting research at University Hospitals listed on the IRB application.
- **HOW** Visit **CREC.case.edu**. Instructions can be found on the right sidebar of the website.
- ADDITIONAL TRAINING REQUIREMENTS:
 - ☐ GCP (ICH Focus) CITI course for researchers involved in NIH-funded research
 - Responsible Conduct of Research CITI course for researchers involved in NSF-funded research
 - ☐ <u>Human Gene Transfer</u> and <u>NIH Recombinant DNA Guidelines CITI courses</u> for researchers on an Institutional Biosafety Committee (IBC) reviewed protocol using recombinant or synthetic nucleic acid (r/sNA) molecules
 - □ Conflict of Interest CITI course for ALL investigators: a) at least every 3 years; b) prior to engaging in research related to any PHS-funded project; and c) immediately when any of the following apply: i) UH Policy R-43 is revised in a way that affects investigators; ii) investigator is new to UH; or iii) when an investigator is found in non-compliance with UH Policy R-43 and/or their Research COI Management Plan

□ Clinical Research Orientation

- □ **Principal Investigators and Physicians** 30 min. 1:1 training, scheduled by emailing ClinicalResearch@UHhospitals.org.
- □ **Staff and Credentialed non-UH employees involved in research** − New Hires will be administratively enrolled in the next clinical research orientation class after their hire date.
- □ **Residents & Fellows** Research training specific to Residents and Fellows; scheduled by department or by emailing ClinicalResearch@UHhospitals.org.
- ☐ **Medical Students** Newly UH Research Credentialed Medical Students will be administratively enrolled in the next medical student research orientation class after their credentialing approval; offered quarterly.

☐ HIPAA and PHI in Research – UH GPS Link

• **WHO** – All research staff, excluding Principal Investigators.

☐ Research Integrity Training – UH GPS Link

 WHO – All investigators, study staff, and research credentialed personnel involved in clinical research at UH.

□ **Velos Training** – refer to <u>SOP SS-314</u>

- Principal Investigators <u>Velos for Principal</u>
 Investigators
- □ All other study personnel using Velos CTMS Velos for Study Coordinators

☐ UH Investigator Training — UH GPS Link

• WHO – Required for Principal Investigators, recommended for all research staff

□ Epic Research Training

 WHO – Researchers requiring access to Epic will be enrolled by Epic Research IT after submission of a SailPoint request by their manager or administrator.

□ DOT/IATA Certification - UH GPS Link

□ WHO – All UHCMC research personnel who ship and receive biological samples are required to be certified through the UHCMC Department of Hospital Safety (DHS) upon initial hire.

Highly Recommended Courses

Introduction to Statistics for Clinical Research | Clinical Research Design: The Basics | REDCap: An Introduction

Response Plan for Emergencies/Disasters Impacting the HRPP at UH

For additional education opportunities, visit our Clinical Research Education Catalog on the DWP.



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CLINICAL RESEARCH SUPPORT

Dahms Clinical Research Unit (DCRU)

Research Support Core (RSC)

Investigational Drug Services (IDS)

Seidman Clinical Trials Unit (SCTU)

Fee-for-Service

- Provides research dedicated facilities and staff for outpatient clinical research.
- More Info: <u>DCRU: Dahms</u> <u>Clinical Research Unit</u>
- Request DCRU Services HERE
- Schedule a Research Blood Draw HERE

Fee-for-Service

- Provides a variety of services and resources to support the research process across all phases of clinical research.
- More Info: Research Support Core
- Request RSC
 Services HERE

Fee-for-Service

- Provides services to all clinical studies that involve investigational new drugs.
- Does not support investigational devices.
- More Info: email IDS

For Cancer Research Only

- Provides a centralized infrastructure to support cancer-related research. The unit provides a range of services to provide complete clinical trial coordination, including the initiation and conducting of clinical trials.
- More Info: Clinical Trials Unit or email Josephine Chan

CLINICAL RESEARCH CONTACTS

THE CLOSE DATE OF THE COLUMN	Clinian December Children and Children
UH Clinical Research Center	ClinicalResearch@UHhospitals.org
UH Institutional Review Board	216-844-1529 UHIRB@UHhospitals.org
UH Research Compliance	<u>UHResearchCompliance@UHhospitals.org</u>
UH Research Credentialing	UHResearchCredentialing@UHhospitals.org GA-103: UH Research Credentialing
Clinical Research Operations	DWP Page VelosSupport@UHhospitals.org
Biostatistics Support	BiostatsSupport@UHhospitals.org
Grants & Contracts	<u>UHCRCGrantsContracts@UHhospitals.org</u>
Research Education	ResearchIntegration&Education@UHhospitals.org
Grants Accounting	<u>UHCRCGrantsAccounting@UHhospitals.org</u>
Research Finance	Kathy.Hammerhofer@UHHhospitals.org
Research IT	ResearchIT@UHhospitals.org EpicResearchITTeam@UHhospitals.org

CLINICAL RESEARCH RESOURCES

Research Representative Forum	Visit our Research Representative Forum DWP page to learn more about this open forum designed for UH researchers.
Research-Related Email Notifications	Email <u>Kim Polen</u> to be added to the "AllUHResearchers" distribution list to receive important research-related email updates and educational opportunities.
SpartaIRB Account Setup	SpartaIRB is the electronic IRB submissions system shared by UH and CWRU. Visit the Sparta info page (scroll to SpartaIRB) and click on SpartaIRB New User Request.