### Public Research Education Program (PREP) 2015-2016 Outline

**PREP # 1: Issues of Misconduct in Scholarly Publishing**

**Course Format:** Lecture  
**Date:** 9/10/15  
**Time:** 9-10am  
**Location:** 350 Community Drive  
**Video/Online Course:** Yes

<table>
<thead>
<tr>
<th>OBJECTIVES</th>
<th>CONTENT (Topics)</th>
<th>TIME FRAME (i.e. 1hr, 2 hrs)</th>
<th>PRESENTER(S)</th>
<th>TEACHING METHODS (i.e Lecture, Workgroup, Handouts, Q&amp;A, Group Discussion, Case Studies)</th>
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</table>
| • Identify tools used to detect image altering and plagiarism  
• Discuss the process of handling authorship disputes and alleged misconduct  
• Recall where to find standards and regulations | Attendees will learn about tools being used to detect image altering and plagiarism. Definitions of authorship will be reviewed; a case study may be used to review authorship disputes and/or alleged misconduct. Attendees will learn who to contact when issues of misconduct arise and will learn where to find standards and regulations regarding these items. | 1 hours | Margot Puerta | Lecture, handouts, potential case study. |
### PREP #2: Start-ups and COI

**Course Format:** Lecture  
**Date:** 9/23/15  
**Time:** 9-10am  
**Location:** Goldman Conference Room, 350 Community Drive  
**Video/Online Course:** Yes

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| As a result of attending this session, attendees will be able to:  
- Identify Health System resources and requirements associated with the establishment of Start-Up companies  
- Demonstrate how to maintain compliance with relevant COI policies and reporting requirements. | Introduction to North Shore Ventures personnel, services and requirements. Overview of what to expect when commercializing research endeavors.  
Disclosure requirements and COI compliance guidance, i.e. Dos and Don’ts relating to reporting and operations. | 1 hr. | Kevin Goldston- North Shore Ventures  
Scott Beardsley – ORC | Lecture  
Group discussion  
Case studies |

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### PREP #3: The Business of Research Part 1

**Course Format:** Workshop  
**Date:** 9/30/15  
**Time:** 9-10am  
**Location:** 350 Community Drive
PREP Course # 4: How to Prepare for your 1hr Scientific Presentation

**Course Format:** Lecture  
**Date:** 10/6/15  
**Time:** 9-10am  
**Location:** 350 Community Drive, Goldman Conference Center  
**Video/Online Course:** Yes

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| Review the administrative and fiscal requirements needed to run a successful research program or sponsored project. | • How do I hire or split a salary to a research project  
• Time & Effort Forms – do I need to use them | Part 1 – 1 hour | Diane Quinn | Lecture/Workshop/Handouts |

Upon completion of this course, students will be able to:
- Construct a scientific presentation that showcases their research
- Integrate audio/visual content and equipment into their scientific presentations
- Manage the Q&A portion of their scientific presentations
- Knowing your audience  
- Selecting material and organizing into a PowerPoint presentation  
- Presenting within time limit constraints  
- Preparing for Q&A  
- Use of audio-visual content and equipment

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| Know your audience  
Selecting material and organizing into a PowerPoint presentation  
Presenting within time limit constraints  
Preparing for Q&A  
Use of audio-visual content and equipment | 45 min lecture  
15 min Q&A | Jesse Roth, MD FACP | Lecture Q&A |
**PREP # 5: Social Media Research 101**  
**Course Format:** Lecture  
**Date:** 10/13/2015  
**Time:** 9-10am  
**Location:** 350 Community Drive  
**Video/Online Course:** Yes

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| • Define social media and its importance                                  | 1. Explain what social media is and why it is important.  
| • Discuss how social media is being used in research.                     | 2. Describe how social media is being used in research.  
| • Explain what IRBs look for when reviewing social media content           | 3. Outline the regulatory and legal framework governing recruitment and how it relates to social media.  
|                                                                            | 4. Explain what IRBs look for when reviewing social media content                                                                  | 1 hr                        | Dorean Flores                         | Lecture  
|                                                                            | 5. Provide examples on best practices for creating a research social media plan.  |                              |                            | Case Studies/Group Discussion                       |

**PREP #6: Legal for the Non-Attorney**  
**Course Format:** Lecture  
**Date:** Tuesday 10/20/15  
**Time:** 9-10am  
**Location:** 350 Community Drive
**OBJECTIVES**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Discuss the meaning of certain contract clauses used in clinical research contracts and other general contracts.</td>
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<tr>
<td>State why it is important to send agreements to the Office of Legal Affairs or Grants Management Office for review, as applicable, prior to execution.</td>
</tr>
<tr>
<td>Indemnification</td>
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<tr>
<td>Choice of Law</td>
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<tr>
<td>Subject Injury language in clinical research agreements</td>
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<tr>
<td>Confidentiality</td>
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<tr>
<td>HIPAA and what constitutes PHI</td>
</tr>
</tbody>
</table>

**TIME FRAME** (i.e. 1hr, 2 hrs)

1 hour

**PRESENTER(S)**

Wendy Wasserman

**TEACHING METHODS** (i.e Lecture, Workgroup, Handouts, Q&A, Group Discussion, Case Studies)

- Q&A
- Lecture

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**PREP # 7: Mock IRB**

**Course Format:** Workshop  
**Date:** 10/27/15  
**Time:** 9-10am  
**Location:** 350 Community Drive  
**Video/Online Course:** No
<table>
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<tbody>
<tr>
<td>• Discuss how an IRB functions.</td>
<td>• Participants will be divided into different groups, representing IRBs</td>
<td>1 hr</td>
<td>Hallie Kassan, Jon Newlin</td>
<td>Case studies Group Discussion</td>
</tr>
<tr>
<td>• Explain the roles and responsibilities of an IRB</td>
<td>• Discussion of different case studies</td>
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<td>• Demonstrate how IRB decisions are made</td>
<td>• IRB Determination made for each case study</td>
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</table>

PREP # 8: Design of Randomized Clinical Trials
Course Format: Lecture
Date: 11/12/15
Time: 9-11am
Location: 350 Community Drive, Goldman B
Video/Online Course: Yes
At the end of this class, the student will be able to:
1. Recognize the fundamentals of study design when interpreting medical publications.
2. Distinguish between observational and experimental study designs.
3. Differentiate between cross-sectional, case-control, cohort designs and randomized clinical trials.
4. Evaluate a single research problem can be addressed by different designs.
5. Identify sources of bias in proposed or published studies.
6. Discuss the essential tools that will assist them in the appropriate interpretation of study results.
7. Describe characteristics of a well-designed randomized clinical trial.

Class will be divided into 6 groups of 3 or more students each; there will be 3 paired groups: A1, A2; B1, B2; C1, C2.

Each pair will be assigned the same research problem requiring the design of a randomized clinical trial (RCT). The groups will confer (independently of one another) to propose an outline of a research design for their assigned problem. The designs will be presented to the class. The designs will be critiqued by the students and instructors. The concepts and terms (see list below) will be integrated into the critique session.

It is recognized that the students may not be well-versed in some of the clinical and medical aspects of a question. Accordingly, upon assigning a problem to a group, the instructors will provide some further background on the problem and will be available to answer questions during the design exercise.

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<tr>
<th>PREP # 9: Interactions with Industry: Do’s and Don’ts</th>
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<tr>
<td><strong>Course Format:</strong> Lecture</td>
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<tr>
<td><strong>Date:</strong> 11/17/15</td>
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<td><strong>Time:</strong> 9-10am</td>
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<tr>
<td><strong>Location:</strong> 350 Community Drive, Goldman Conference Center or based on request at site</td>
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<td><strong>Video/Online Course:</strong> Yes</td>
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<td></td>
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<td>2 hours</td>
<td>Martin L Lesser, PhD and staff</td>
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</table>
- Discuss appropriate practices when interacting with industry.
- Review relevant institutional policies on gifts and interactions with industry, conflict of interest policy and insider trading
- Key things to know about consulting arrangements (and so called “sham arrangements”), industry sponsored events, research and presentations
- Impact of open payments and what needs to be disclosed

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</table>
| • Discuss rodent breeding by highlighting the main components that ensure successful breeding | 1. The Basics-Rodent Physiology  
2. Breeding Calculations  
3. Genes, KO’s and Nomenclature  
4. Complex breeding Schemes  
5. Breeding Trouble Shooting  
6. The truth about genetic drift | 2 hours                        | C Reid  
Chantini D Pyatt | This will be lecture with handouts and Q&A session at the end of each topic |

PREP # 10: Rodent Breeding- A-Z  
Course Format: Workshop  
Date: 12/3/15  
Time: 2-4pm  
Location: 350 Community Drive  
Video/Online Course: No  

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| • Discuss appropriate practices when interacting with industry.            | • Review relevant institutional policies on gifts and interactions with industry, conflict of interest policy and insider trading | 1 hr                          | Emmelyn Kim  
Office of Research Compliance  
Lou DiGiovanni  
Office of Corporate Compliance | Lecture  
Group discussion  
Case studies  
Q&A |

- Review relevant institutional policies on gifts and interactions with industry, conflict of interest policy and insider trading
- Key things to know about consulting arrangements (and so called “sham arrangements”), industry sponsored events, research and presentations
- Impact of open payments and what needs to be disclosed
### PREP #11: Investigational Drug Disposal
**Course Format:** Workshop  
**Date:** 12/8/2015  
**Time:** 9-10am  
**Location:** 350 Community Drive  
**Video/Online Course:** No

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| • Explain regulatory requirements for investigational drug disposal  
• Perform applicable procedures and required documentation for investigational drug disposal | This call provides an overview of regulatory requirements that govern investigational drug disposal. Topics will include:  
• Procedures for disposal (as required by the Sponsor, the Health System, facilities, and research sites)  
• Required documentation | 1 Hr | Ji-Eun Kim  
Miyuki Yoshida-Hay | Presentation  
Quiz  
Hands on practice  
Group discussion |

### PREP #12: Communicating Your Research Story (201)
**Course Format:** Workshop  
**Date:** 12-15-15  
**Time:** 9-10am  
**Location:** 350 Community Drive  
**Video/Online Course:** No

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</table>
• Define research, the health system, and the Feinstein Institute when speaking to the public
• Apply communication techniques when speaking with the public and the media about science and research.

- Techniques on how to share your science story with the public.
- Techniques on speaking with the media about your science story.
- How to speak about research, the health system and the Feinstein Institute with the public.

1 hr

Emily Ng
Emily Kagan

Ice breaker, group discussion, handout for reference/take away, case studies/examples

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**PREP # 13: Diversity in Research**

**Course Format:** Workshop

**Date:** 1/19/16

**Time:** 9-10:30am

**Location:** 350 Community Drive

**Video/Online Course:** No

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<tbody>
<tr>
<td>• Describe the Office of Diversity, Inclusion and Health Literacy</td>
<td>• Diversity</td>
<td>1.5hr</td>
<td>Christine Metz, PhD</td>
<td>Lecture Case Study</td>
</tr>
<tr>
<td>• Define Diversity, Inclusion, Health Literacy and Cultural Awareness/Competency</td>
<td>• Inclusion</td>
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<tr>
<td>• Discuss the importance of diversity in medical research including historical perspective</td>
<td>• Cultural Competency/Awareness</td>
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<tr>
<td>• Describe how diversity in research could impact patients outcome</td>
<td>• Health Literacy</td>
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<tr>
<td>• Identify Health System</td>
<td>• Diversity in medical research</td>
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<td></td>
<td>• Research Case study</td>
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<tr>
<td></td>
<td>• Applying what we learned</td>
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</table>
Resources to increase diversity among research participants

**PREP #14:**  My Bibliography: Public Access Compliance in MyNCBI  
**Course Format:**  Workshop  
**Date:**  1/26/16  
**Time:**  9-10:30am  
**Location:**  350 Community Drive  
**Video/Online Course:**  No

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| • Discuss compliance with NIH public access policy  
Attendees should bring a laptop, if possible. | • NIH Public Access Policy Overview  
• Navigating MyNCBI.  
• Updating publications in MyNCBI  
• How to submit manuscripts using NIH Manuscript System.  
• Difference between PMIDs and PMCIDs. | 1.5 hours | Jennifer Cano | Handouts and walking the group through using the system. |
### PREP #15: Genetic Testing in Human Subject Research

**Course Format:** Lecture  
**Date:** 2/2/2016  
**Time:** 9-10am  
**Location:** 350 Community Drive  
**Video/Online Course:** Yes

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| • Discuss regulatory and ethical framework for the returning of genetic testing when conducting Human Subject Research. | 1. Explain what genetic testing is and aspects in which it can be used in Human Subject Research.  
2. Outline the regulatory & ethical framework when considering returning genetic results to symptomatic and asymptomatic subjects.  
3. Describe the lab qualifications needed when considering returning results.  
4. Provide an outline of the consent requirements and discuss considerations when returning results to the subject vs. a physician.  
5. Briefly discuss returning genetic results from incidental findings.  
6. Discuss case studies. | 1 hr | Richard Ramdeo | Lecture  
Group Discussion/Case Studies |

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### PREP #16: Life cycle of clinical research financials

**Course Format:** Lecture  
**Date:** 2-9-16  
**Time:** 9-10:30am  
**Location:** 350 Community Drive  
**Video/Online Course:** Yes
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<tr>
<td>• Navigate the process in place for proposing clinical research financials</td>
<td>1. Clinical Trials Office-Who we are and what we do? 2. Clinical trial financial workflow 3. Where to send information for budget, coverage analysis and agreement 4. Who are the stakeholders in the process 5. How to establish PeopleSoft fund # 8. Who are the stakeholders in the process 9. How to establish PeopleSoft fund # 11. How are the research expenses reconciled 12. Clincard patient stipend management 13. What is the purpose of PeopleSoft report 14. What is your role as a research staff in clinical research financials and billing 15. Questions &amp; Answers</td>
<td>1.5 Hours</td>
<td>Sumathy Sundarababu</td>
<td>Lecture, Handouts, Demonstration</td>
</tr>
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PREP # 17: Compliance in Human Subject Research: Implementing Quality Systems  
Course Format: Lecture  
Date: 2/16/16  
Time: 9-10am
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| • Implement risk management plans and quality systems in clinical trials. | • Current trends of quality in clinical research  
• Risk Management Planning  
• Quality Assurance/Control and Quality Assessment measures | 1 hr | ORC  
JiYoung Choi  
Hamangi Patel | Lecture  
Q&A |
# PREP # 18: Health System Resources to Bring Healthcare Innovations into Clinical Service

**Course Format:** Workshop  
**Day of week:** Thurs.  
**Date:** 2-23-16  
**Time:** 9-10am  
**Location:** 350 Community Drive  
**Slide/Speaker Coordinator:** Kirk Manogue  
**Video/Online Course:** No

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| List Health System resources and services available to translate research and clinical discoveries, innovations, process improvements, software, apps and new ideas into improved clinical products and healthcare solutions. | The speakers will address topics related to the Objectives, including:  
- How do I bring my discovery, innovation or idea to the attention of the Health System for evaluation?  
- What sorts of healthcare innovations are evaluated by the Office of Technology Transfer versus North Shore Ventures?  
- How does the evaluation process proceed?  
- What are my rights in innovations that I create in my capacity as an employee or a researcher in the Health System?  
- What happens if the Health System decides to support implementation of my idea?  
- What if the Health System decides not to go forward and develop my idea? | 1 hour | A representative from Office of Technology Transfer and a representative from North Shore Ventures. | Lecture; exemplary case studies |
## PREP # 19: Animal Research Do’s and Don’ts

**Course Format:** Workshop  
**Date:** 3/8/16  
**Time:** 2-4pm  
**Location:** 350 Community Drive  
**Video/Online Course:** No

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| • Discuss details for handling emerging issues  
• Navigate problematic hindrances involving established ongoing research projects. | 1. Definition of PI, responsibilities of animal researchers, policies and SOP, manuals governing animal based research at Feinstein, resources  
2. Protocol writing, training, facility access/biosecurity, animal orders, technical requests, animal imports/exports, animal euthanasia and disposal  
3. Breeding schemes, colony management, working with animals outside the CCP, working with hazardous/infectious materials, humane end-points  
4. Governing bodies, applicable laws and regulations, amendments | 2 hours | C Reid  
M Aparicio  
D Medina  
S Scherrer | We would like to set up different stations to represent each step of the process for objectives 1-2  
Short lecture for objective 3  
Small groups that review and present different case studies for objective 4 |

## PREP #20: HIPAA Security

**Course Format:** Lecture  
**Date:** 3/17/2016  
**Time:** 9-10am  
**Location:** 350 Community Drive  
**Video/Online Course:** Yes
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| • Discuss hot topics in cyber security and database security. | Overview of Cyber Security  
• Encryption  
• Removable media  
• Social Engineering  
• Data storage  
• Mobile Devices  
Database Security  
• Role based access  
• Encryption  
• Physical security  
• Backups  
• Production vs Development environments | 1 Hour | Joe Baskin | Lecture with PowerPoint |

**PREP #21: Private & Federal Funding Opportunities: Show Me the Money!**  
**Course Format:** Workshop  
**Date:** 3/22/16  
**Time:** 9-10:00am  
**Location:** 350 Community Drive  
**Video/Online Course:** No
Discuss how to search for new funding opportunities

What Funding Databases are available to NSLIJ Investigators & Directors
- Data Bases
- COS/PIVOT
- InfoEd
- Genius Profiles
How Can the Grants Management Office Help Questions & Answers

1 hour

Rita Nigri
Diane Marbury
Andrea Rotun Sparacio

Lecture, Handouts, Demonstration

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| • Demonstrate how to write a better grant proposal for research funding. | • Describe basics of grantsmanship  
• Describe the structure of a good grant  
• Discuss common errors to avoid | 45 minutes  
15 minutes Q&A | Chief Scientific Officer  
Bettie M. Steinberg, PhD | Lecture  
Discussion  
Q&A |
### PREP # 23: Writing a Competitive Grant: Review of Your Specific Aims

**Course Format:** Workshop  
**Date:** 4/5/16  
**Time:** 2-3pm  
**Location:** 350 Community Drive, Goldman Conference Center C  
**Video/Online Course:** No

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| • Evaluate a Specific Aims approach  
• Identify areas of improvement | • Present an effective Specific Aims structure  
• Group critique of sample problematic Specific Aims  
"Live" review of your submitted Specific Aims | 45 minutes discussion  
15 minutes Q&A | Chief Scientific Officer  
Bettie M. Steinberg, PhD | (i.e Lecture, Workgroup, Handouts, Q&A, Group Discussion, Case Studies) |

*Must have taken PREP Course on Writing a Competitive Grant: Pitfalls and Fixes. Pre-work will be assigned.*

### PREP # 24: Clinical Research Billing with Patient Financial Services

**Course Format:** Lecture  
**Date:** 4/14/16  
**Time:** 9-10:30am  
**Location:** 350 Community Drive  
**Video/Online Course:** Yes

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<th>TEACHING METHODS</th>
</tr>
</thead>
<tbody>
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<td></td>
<td></td>
<td>(i.e. 1hr, 2 hrs)</td>
<td></td>
<td>(i.e Lecture, Workgroup, Handouts, Q&amp;A, Group Discussion, Case Studies)</td>
</tr>
</tbody>
</table>
At the end of this course, attendees will be able to understand
1. Translate the Medicare requirements and regulations involved in Clinical trial billing (drugs and devices)
2. Indentify the utilization of research codes and ICD-10 diagnosis code Z00.6 on insurance claims.

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>7. Medicare managed care billing</td>
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</tbody>
</table>

| 1.15min | Sumathy Sundarababu | Lecture, handouts |

PREP # 25: Regulatory Overview of the IACUC & Lab Animal Research at the Feinstein Institute

Course Format: Workshop
Date: 4/20/15
Time: 2-3:30pm
Location: 350 Community Drive
Video/Online Course: No

<table>
<thead>
<tr>
<th>OBJECTIVES</th>
<th>CONTENT (Topics)</th>
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</thead>
<tbody>
<tr>
<td>Identify the principles of Lab Animal Research from a regulatory perspective</td>
<td>Regulatory overview and updates</td>
<td>1 hr</td>
<td>Michelle Aparicio IACUC Office</td>
<td>Lecture Handouts Q&amp;A Possible case studies</td>
</tr>
<tr>
<td>Describe Submission and Review Process for Protocols and Amendments</td>
<td>Submission and Review Processes; Forms</td>
<td>1 hr</td>
<td>Michelle Aparicio IACUC Office</td>
<td>Lecture Handouts Q&amp;A Possible case studies</td>
</tr>
<tr>
<td>Describe training of all lab animal users, Feinstein and Health System policies relevant to lab animal use, ethics and responsible conduct of research</td>
<td>Training and Personnel Requirements Policies Compliance</td>
<td>1 hr</td>
<td>Michelle Aparicio IACUC Office</td>
<td>Lecture Handouts Q&amp;A Possible case studies</td>
</tr>
<tr>
<td>Describe compliance expectations and reporting non-compliance</td>
<td></td>
<td>1 hr</td>
<td>Michelle Aparicio IACUC Office</td>
<td>Lecture Handouts Q&amp;A Possible case studies</td>
</tr>
</tbody>
</table>
### PREP # 26: Research Informatics Tools

**Course Format:** Lecture  
**Date:** 5/10/2016  
**Time:** 9-10am  
**Location:** 350 Community Drive  
**Video/Online Course:** Yes

<table>
<thead>
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</table>
| - Identify available research informatics tools that can be used to capture and store research data securely.  
  - Describe available research informatics tools  
  - Comparison between tools  
  - Discuss how to obtain tools |  | 1 hour | Ashish Narayan | Lecture |

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### PREP # 27: Environmental Health & Safety

**Course Format:** Lecture  
**Date:** 5/17/2016  
**Time:** 9-10am
### PREP # 28: The Business of Research Part 2

**Course Format:** Workshop  
**Date:** 5-24-16  
**Time:** 9-10am  
**Location:** 350 Community Drive  
**Video/Online Course:** No

<table>
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<tr>
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</thead>
</table>
| • Analyze Environmental Health & Safety factors associated with:  
  a) Human Subject Research  
  b) Chemical inventory  
  c) Lab Safety & Inspection  
  d) Environmental Health and Safety Compliance | • Lab Safety & Inspection  
• EHS Compliance: Biosafety & Biosecurity  
• Environmental regulatory issues  
• Industrial hygiene  
• Emergency planning & preparedness  
• Life safety & building code  
• Construction safety  
• Radiation safety  
• Occupational health  
• Reporting & documentation | 1 hr | TBA | Lecture  
Group discussion  
Q&A |
**PREP #29: Introduction to Experimental Design for Animal Research**

**Course Format:** Lecture

**Date:** 6/2/16  
**Time:** 9-10:30am  
**Location:** 350 Community Drive  
**Video/Online Course:** Yes

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| At the end of this course, the student is expected to:  
  • Discuss the implication of experimental design and translation of data from pre-clinical research to clinical trials  
  • Explain statistical concepts of experimental design for animal research  
  • Analyze how experimental design replicates and group size affect the data and the conclusion  
  • Explain how proper experimental design can reduce or eliminate confounding | • NIH initiative to promote transparency and reproducibility in pre-clinical research  
  • Single factor with 2 levels  
    – no blocking factor  
    – blocking factor  
  • Single factor with k>2 levels  
    – no blocking factor  
    – blocking factor  
    – incomplete blocks  
    – multiple blocking factors  
    – Two factors  
    – 2x2 factorial  
    – rxc factorial  
    – interactions | 1.5 hours | Catherine Reid  
Martin L Lesser, PhD | Lecture  
Workgroup, Handouts, Q&A, Group Discussion, Case Studies |
• Explain how proper experimental design can promote efficient use of resources to attain maximum information, precision, and accuracy
• Describe how experimental design and methods of analysis are interrelated
• List the variety of experimental designs available

- 2x2x2 factorial
- L1xL2xL3x...xLF
- Interactions
- Nested designs
- crossed vs. nested factors
- split plot
- split split plot

PREP # 30: DSMB & DSMP Basics in Human Subject Research
Course Format: Lecture
Date: 6-7-16
Time: 9-10am
Location: 350 Community Drive
Video/Online Course: Yes

<table>
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<tbody>
<tr>
<td>• Discuss regulatory and local frameworks when conducting human subject research where a DSMB and/or DSMP may be required.</td>
<td>1. Outline the regulatory and legal framework governing DSMB and DSMP requirements. 2. Compare federal requirements/guidance with NSLIJHS policy. 3. Highlight the composition of the DSMB and meeting specifics. 4. Case study review.</td>
<td>1 hr</td>
<td>Dorean Flores TBD</td>
<td>Lecture Case Studies/Group Discussion</td>
</tr>
</tbody>
</table>

PREP #31: Preparing for Certification as a Clinical Research Coordinator
<table>
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</table>
| Review requirements and possible preparation options for becoming certified as a clinical research coordinator | • Discuss SoCRA and ACRP requirements for taking the certification exams  
• Review the Alliance Coordinator Award Program  
• Discuss preparation tools, courses and options  
• Test current knowledge -study review questions | 1.5 hrs                     | Dr. Christina Brennan          | Lecture Q&A                                                                        |

PREP #32: At the GMO for Review…What Happens Next
Course Format: Workshop
Date: 6/21/16
Time: 9-10am
Location: 350 Community Drive
Video/Online Course: No
<table>
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<tbody>
<tr>
<td>• Summarize how a proposal is reviewed and how to submit to a Sponsor</td>
<td>Why do the GMO Specialists review The Funding Opportunity Announcement (FOA) or Guidelines</td>
<td>1 hour</td>
<td>Rita Nigri, Diane Marbury, Andrea Rotun Sparacio</td>
<td>Lecture, Handouts, Demonstration</td>
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<td>Review the appropriate compliance issues</td>
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<td>Review budgets &amp; budget justifications and their relevance to the proposal</td>
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<td>Review of types of submission vehicles</td>
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<td>Questions &amp; Answers</td>
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