VA Pittsburgh Healthcare System (VAPHS): Research Project Staff Form

Title of Research Study:

Principal Investigator:

MIRB#:       (*Leave blank for initial Submissions*)

Type of Research *(check all that apply):*  Human Subjects  Animal Research  Lab Research

# Instructions:

* Complete Table below for research personnel who will participate in this research project.
* Each individual listed must have a VA appointment, either VA-paid or working without compensation (WOC). New personnel must apply for an appointment with the Research office.
* Current Research personnel must have a current VAPHS Research Scope of Practice Statement on file in the Research office. If the researcher’s duties and responsibilities for the project OR the supervising PI has changed, a new Scope of Practice must be submitted to the Research office
* All Research Staff are required to complete specific training requirements. These requirements must be satisfied before the staff person can be added to the project.

## Research Personnel

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | |  | |  |  | |  | |  | | Is this researcher | | | |
| Researcher | Degree | Role in Project1 | E-mail Address | | # of hours per week devoted to this project | # of hours per week at VAPHS2 | | Enrolled in the Animal Exposure Preventive Medicine Program3 | | Working with Ionizing Radiation at VAPHS4 | | Working with biological hazards5 | | Shipping biological hazards6 | Working with chemicals7 | Working with rDNA8 |
|  |  | A |  | |  |  | | Yes | | Yes | | Yes | | Yes | Yes | Yes |
|  |  |  |  | |  |  | | Yes | | Yes | | Yes | | Yes | Yes | Yes |
|  |  |  |  | |  |  | | Yes | | Yes | | Yes | | Yes | Yes | Yes |
|  |  |  |  | |  |  | | Yes | | Yes | | Yes | | Yes | Yes | Yes |
|  |  |  |  | |  |  | | Yes | | Yes | | Yes | | Yes | Yes | Yes |
|  |  |  |  | |  |  | | Yes | | Yes | | Yes | | Yes | Yes | Yes |
|  |  |  |  | |  |  | | Yes | | Yes | | Yes | | Yes | Yes | Yes |
|  |  |  |  | |  |  | | Yes | | Yes | | Yes | | Yes | Yes | Yes |

**1**A=Principal Investigator; B=Co-investigator, C=Coordinator/Project Manager, D= Other Staff/Consultants. FOR HUMAN RESEARCH STUDIES: If no coordinator is identified, the PI will be responsible for fulfilling the IRB educational requirements for coordinators.

**2** Based upon a 40-hour work week.

**3**Staff that have contact with animals (live or dead), their viable tissues, body fluids or wastes must be enrolled in the VAPHS Animal Exposure Preventive Medicine Program or in a comparable program (provided that the alternate program meets VAPHS requirements).

**4**Staff working with Ionizing Radiation must complete the VAPHS Research Radiation Safety Training annually. Staff directly operating fluoroscopic imaging devices must possess current VAPHS fluoroscopy credentials.

**5**Staff working with biological hazards must complete the Bloodborne Pathogens Training annually.

**6**Staff shipping biological hazards must complete the Dangerous Goods Shipping training every two years. Contact the Research Office at 412-360-2386 for access to the program.

**7**Staff working with chemicals at the VAPHS must complete the Global Harmonization System (GHS) training. Contact the Biosafety Officer at 412-360-2842.

**8** Staff working with recombinant or synthetic nucleic acid molecules must review the Overview of the NIH Guidelines and brochure of Investigator’s responsibilities.