

Introduction to RUHS Research Process

1. Identifying a research idea

- Has it been done before? (see #2)
- Is the question important?
- Is it feasible?
- Type of study to answer the question (see #3)

2. Literature search

- Medline/Pubmed search
- Annotated bibliography: this is necessary for your proposal and also during the writing phase

3. Design your study

- Can the study be answered retrospectively? Retrospective is easier and faster
- Do you need comparative or noncomparative data
- Data Collection Sheet: doing this at the beginning helps to write your proposal

4. Prepare CECORC presentation (<https://www.ruhealth.org/research-cecorc>)

CECORC is the RUHS research group that evaluates research proposals and gives feedback to your project prior to IRB submission. CECORC meets every 2 weeks

- Complete New Research Proposal Form, email to Lisa Chan (l.chan@ruhealth.org)
- Prepare powerpoint presentation based on your proposal form: *Presentations are 20 minutes. You will have 5-7 minutes to present followed by a 10-15 minute discussion.*

5. Submitting to IRB

- Make an account on **IRBNet.org**
- Submit your CECORC proposal form with any updates suggested by CECORC on IRBNet.org
- All involved researchers (attendings, residents and med students) must take the CITI Biomedical Research Course (see instructions below) and submit the certificate of completion on IRBNet.org
- All researchers must submit an updated CV on IRBNet.org

6. For Retrospective Studies: Obtaining patient charts / data

- Email RUHS Reports (ruhs_reports@ruhealth.org) to discuss obtaining patient data specific to your project



OFFICE OF GRADUATE MEDICAL EDUCATION

Instructions for Completion of CITI Biomedical Research Basic Course

- Step 1:** Navigate your web browser to:
<https://www.citiprogram.org/index.cfm?pageID=154&icat=0>
- Step 2:** Select “Riverside University Health System- Medical Center” in the area titled “Select Your Organization Affiliation.”
- Step 3:** Check the two attestation buttons and then click the link “Continue to Create your CITI Username/Password.”
- Step 4:** Complete all required registration fields.
- Step 5:** The Course you are required to complete is CITI Biomedical Research Basic Course. It can be found by clicking on “View Courses” next to “Riverside University Health System-Medical Center” and then, under “Courses Ready to Begin” select “Start Now” for Biomedical Research Stage 1 - Basic Course.

The screenshot shows a web interface for selecting courses. At the top, there is a dropdown menu for "Show Courses for:" with "Riverside University Health System- Medical Center" selected and an "Institution List" button. Below this, the institution name "Riverside University Health System- Medical Center" is displayed. There are three main sections: "Active Courses" (with a "Learner Tools" link and a message "You have no active courses for this Institution."), "Courses Ready to Begin" (with a "Learner Tools" link), and "Completed Courses" (with a "Learner Tools" link and a message "You have not recently completed any courses for this Institution. Full records of past completions are available in [Records](#)."). The "Courses Ready to Begin" section contains a card for "Biomedical Research Stage 1 - Basic Course" with a progress bar showing "0 / 14 modules completed" and a "Start Now" button. The bottom of the screenshot shows a Windows taskbar with various application icons and a system tray showing the time "11:13 AM" and date "6/21/2019".