

VAMHCS RESEARCH SERVICE HOT TOPIC

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Research Service Website

- We'd like to announce the launch of the new Research Service website! It's called "VA Maryland Research and Development" and is found at: <http://www.maryland.research.va.gov>
- The website has a look and format that is required by the VA Central Office (VACO). You will notice that the banner and the first three left buttons refer to VACO topics. However, the remainder of the left buttons refers specifically to our VAMHCS research program. These left buttons are: Home, About Us, Contact Us, BREF, Committees, Grants, Hot Topics, Links, Research, Training and Education, Site Map and Site Search.
- Of particular interest for Human Subjects Research are:
 - Hot Topics: contains the archive of this Hot Topics series. You can find links to past Research Service Hot Topics on this page.
 - Research: Choose "Human Subject" and you will come to a page with the following listings:
 - **Approval Process**: selected SOPs and forms to assist you with submitting your protocol submissions to the R&D Committee,

- **“For Investigators”**: selected SOPs and forms to assist you with conducting your research studies,
- **“Forms”**: links to Research Service forms,
- **“Human Research Protections Program (HRPP)”**: this document summarizes our Human Research Protections Program; it is a pivotal document with which all VAMHCS human subjects researchers and staff must be familiar; it refers you to specific SOPs when greater detail is necessary.
- **“Human Studies Subcommittee”**: information about the HSS; This is also accessible through the “Committees” button,
- **“Investigational Drug Service”**: information on the investigational pharmacy,
- **“Office of Research Compliance (ORC)”**: information on the ORC,
- **“Quality Assurance”**: a description of the internal QA program as it applies to human subjects research,
- **“Standard Operating Procedures (SOPs)”**: the complete list of our Research Service human subjects SOPs, including links to all of them,
- **“Training & Education”**: gives current information on mandatory trainings and how to access them; also accessible through the “Training & Education” button; see below.

- Training & Education. Choose “Human Subjects” and you will find detailed instructions on VA-required annual trainings.
- As you look through the web pages that contain Standard Operating Procedures (SOPs), you will see both SOPs and Guidelines.
- Researchers and staff are required to follow Research Service SOPs.
- Research Service Guidelines are meant to assist researchers in following Good Clinical Practices and Research Service policies. Therefore, they are not mandatory; but we hope that they will be very useful for your daily practice and for adapting to your research programs. In particular, the “Informed Consent Guidebook”, “Guidelines for Setting up a Study Binder and Regulatory Documents Binder”, and “Guidance on Source Documents” are of special interest.
- Audits performed by the Office of Research Compliance (ORC) are based on the procedures described in Research Service SOPs and guidelines.
- Some of the SOPs and guidelines currently on the website are due to be renewed or revised. Renewals and revisions are already in progress for some SOPs, others will occur over the next few months. However, we felt that it was important for research staff to be aware of the website and to begin using it as an important resource.
- SOPs are routinely reviewed every three years. If you have questions about any of the SOPs,

