

Science Safety /Science Only
Continuing Review Form

Directions: Complete all sections of this form, including applicable Appendices. *Attach Packaging and Shipping of Biological Specimens SOP if research staff members are engaged in packaging and shipping of biological samples as noted below. **Please Note:** This form can be completed by double clicking the shaded area and typing your response in the “default text” box then, click “ok”. To complete Section 1, type your response directly in the space provided. To complete Section 2, click on “choose an item”, click the down arrow and select a response. Please remember that the PI must sign and date the Staff Listing.

Date:
Principal Investigator:
Study Title:

1. Project Progress Report:

- Describe the research findings to date.
- Provide new scientific findings in the literature, or other relevant findings that may impact the research (negative statement is required).
- Include a copy of any publications relative to this study since the last continuation review.
- Identify whether the VA was appropriately acknowledged in each of the above noted publications.

2. VA Form 10-0398 Research Protocol Safety Survey (RPSS) Annual Certification:	
1. Approved VA Form 10-0398 (from Initial Review or last approved modification to VA Form 10-0398)	
a. The safety program for this study remains as approved previously and described in VA Form 10-0398.	Choose an item.
If NO, append a revised VA Form 10-0398 for review and approval.	Choose an item.
b. The chemical inventory remains the same.	Choose an item.
If NO, append revised Chemical Inventory.	Choose an item.
c. This study requires a Standard Operating Procedure (SOP) for Human Blood, Tissues, and Cell Lines	Choose an item.
If YES, attach an up-to-date copy of this SOP	Choose an item.
d. All other Standard Operating Procedures (SOP) applicable to the study remain the same and require no further modification.	Choose an item.
If NO, append revised SOP.	Choose an item.
2. Safety Training for Research Personnel	
a. Research personnel transporting biological samples have been appropriately trained. <i>Note: See Research Safety Manual for proper transporting procedures.</i>	Choose an item.
b. Research personnel who package and ship biological samples have been trained. (SOP: SRS-SOP 202)	Choose an item.

Principal Investigator Signature

Date

¹ VA Form 10-0398 Research Protocol Safety Survey formerly referred to as Appendix G.

DURHAM VAMC: RESEARCH STAFF LISTING

Study Title: _____

MIRB #: _____

Principal Investigator (signature required): _____ **Date:** _____

The Staff Listing provides a list of all personnel who conduct any part of the research endeavor and must include the names of all individuals either involved in the conduct of the study or who make decision regarding study procedures. Staff Listings are required at initial review, annual continuing review, and anytime there is a change to Durham VAMC appointees. Changes in consultants or off-site VA personnel may be submitted at continuing review.

- Identify whether staff members are physically housed at the Durham VAMC or elsewhere.
- Any staff member that conducts any portion of research at the Durham VAMC must have a VA appointment (i.e., VA-paid, WOC, or IPA) or be contracted to do so.
- Individuals who are not conducting the research but are associated with the study should be listed as a Consultant, regardless of VA appointment status (Note: Durham VAMC is not responsible for tracking research-required training for Consultants who do not have Durham VAMC appointments).
- If a researcher is employed at another VA institution, that individual should be listed on the Staff Listing, but their home VA is responsible for tracking educational requirements and the Scope of Practice.
- Use as many pages as necessary to list all staff.

Staff Member	Location	VA Appointment Type	Most Recent CITI Training Date for Durham VA Appointees ²	Research Scope of Practice <small>Note: Not applicable for Non-Durham VAMC appointees</small>
Full name: Investigator: <input type="checkbox"/> Yes <input type="checkbox"/> No Study role: E-mail: Phone:	<input type="checkbox"/> Durham VAMC <input type="checkbox"/> Duke <input type="checkbox"/> Other VA facility <input type="checkbox"/> Other If other VA/other, list:	<input type="checkbox"/> VA-paid <input type="checkbox"/> WOC <input type="checkbox"/> IPA <input type="checkbox"/> Contract <input type="checkbox"/> Consultant		<input type="checkbox"/> On file <input type="checkbox"/> Submitted with this Staff Listing <input type="checkbox"/> Not applicable
Full name: Investigator: <input type="checkbox"/> Yes <input type="checkbox"/> No Study role: E-mail: Phone:	<input type="checkbox"/> Durham VAMC <input type="checkbox"/> Duke <input type="checkbox"/> Other VA facility <input type="checkbox"/> Other If other VA/other, list:	<input type="checkbox"/> VA-paid <input type="checkbox"/> WOC <input type="checkbox"/> IPA <input type="checkbox"/> Contract <input type="checkbox"/> Consultant		<input type="checkbox"/> On file <input type="checkbox"/> Submitted with this Staff Listing <input type="checkbox"/> Not applicable
Full name: Investigator: <input type="checkbox"/> Yes <input type="checkbox"/> No Study role: E-mail: Phone:	<input type="checkbox"/> Durham VAMC <input type="checkbox"/> Duke <input type="checkbox"/> Other VA facility <input type="checkbox"/> Other If other VA/other, list:	<input type="checkbox"/> VA-paid <input type="checkbox"/> WOC <input type="checkbox"/> IPA <input type="checkbox"/> Contract <input type="checkbox"/> Consultant		<input type="checkbox"/> On file <input type="checkbox"/> Submitted with this Staff Listing <input type="checkbox"/> Not applicable

Staff Member	Location	VA Appointment Type	Most Recent CITI Training Date for Durham VA Appointees	Research Scope of Practice

² CITI Ethical Principles/Human Subjects Protection Training—Required every 3 years for all research staff involved in the conduct of VA human subjects research, including human subjects research exempt from IRB review.

DURHAM VAMC: RESEARCH STAFF LISTING

				Note: Not applicable for Non-Durham VAMC appointees
Full name: Investigator: <input type="checkbox"/> Yes <input type="checkbox"/> No Study role: E-mail: Phone:	<input type="checkbox"/> Durham VAMC facility <input type="checkbox"/> Duke <input type="checkbox"/> Other VA facility <input type="checkbox"/> Other If other VA/other, list:	<input type="checkbox"/> VA-paid <input type="checkbox"/> WOC <input type="checkbox"/> IPA <input type="checkbox"/> Contract <input type="checkbox"/> Consultant		<input type="checkbox"/> On file <input type="checkbox"/> Submitted with this Staff Listing <input type="checkbox"/> Not applicable
Full name: Investigator: <input type="checkbox"/> Yes <input type="checkbox"/> No Study role: E-mail: Phone:	<input type="checkbox"/> Durham VAMC facility <input type="checkbox"/> Duke <input type="checkbox"/> Other VA facility <input type="checkbox"/> Other If other VA/other, list:	<input type="checkbox"/> VA-paid <input type="checkbox"/> WOC <input type="checkbox"/> IPA <input type="checkbox"/> Contract <input type="checkbox"/> Consultant		<input type="checkbox"/> On file <input type="checkbox"/> Submitted with this Staff Listing <input type="checkbox"/> Not applicable
Full name: Investigator: <input type="checkbox"/> Yes <input type="checkbox"/> No Study role: E-mail: Phone:	<input type="checkbox"/> Durham VAMC facility <input type="checkbox"/> Duke <input type="checkbox"/> Other VA facility <input type="checkbox"/> Other If other VA/other, list:	<input type="checkbox"/> VA-paid <input type="checkbox"/> WOC <input type="checkbox"/> IPA <input type="checkbox"/> Contract <input type="checkbox"/> Consultant		<input type="checkbox"/> On file <input type="checkbox"/> Submitted with this Staff Listing <input type="checkbox"/> Not applicable
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