

## Outreach Program for Human Research Participants

**PURPOSE:** To describe responsibilities and procedures for active involvements of research participants in protocols and conduct of outreach activities to human research participants and their communities.

**POLICY:** To comply with the ethical principal of respect for persons participating in research and maximize their involvement in the research process, including proactive outreach activities.

### **RESPONSIBILITIES:**

- a. The Hospital Director is responsible for oversight of all aspects of the Research Program at Jesse Brown VA Medical Center.
- b. The Associate Chief of Staff for Research and Development (ACOS/R&D) is responsible to ensure respect for human participants, involvement in protocols, and outreach of communities.
- c. The Human Subject Research Coordinators are responsible for day –to-day assurance of compliance with all aspects of the Human Research Protection Program (HRPP), including participants outreach activities.
- d. Investigators involved in human research protocols are responsible for maintaining respectful interactions with participants, involving research participants at every stage, enhancing appropriate safeguards, and answering questions in a complete and sensitive manner, and participating in outreach and educational activities to participants and their communities.

### **PROCEDURES:**

- a. The **VA consent form** for each protocol has been reviewed by the Institutional Review Board (IRB), VA representatives in IRB, and the R&D Committee to ensure that procedures are in place to facilitate the ability of research participants to ask questions, express concerns, or voice complaints to the investigator.
- b. The human study research coordinators are distributing **pamphlet** which provides information regarding a safe, confidential, and reliable channel for current, prospective, or past research participants or their designated

representatives or their community to discuss concerns, raise questions, obtain information, complaint about the research or questions about rights as a research participant or input from potential participants help to design future studies. The pamphlet is disseminated by investigators to all persons who are going to participate in the human research protocol. In addition, this pamphlet is **posted on our website** [www.chicago.med.va.gov](http://www.chicago.med.va.gov) and click Research for detail.

- c. The Jesse Brown VA Medical Center is celebrating **VA Research Week** each year during 2<sup>nd</sup> week of May. The R&D office invites all VA researchers to bring their research **posters or abstracts** for display in the atrium at JBVA highlighting our VA research projects and accomplishments as a part of outreach activities for current, prospective, or past research participants or their designated representatives or their community. The investigators and their staff are also available to response any research related questions.
- d. The Jesse Brown VA Medical Center is having a Complaints and /or Allegations of Non-Compliance in Human Research Studies policy and procedures to implement participant outreach program.
- e. The Research and Development Committee is reviewing quarterly feedback telephone audit questionnaire related to VA consent process. The R&D Committee is responsible for evaluating the adequacy of the outreach activities annually in July each year and recommending changes as may be indicated.