

Listing Your Study on



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NC TraCS

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Let's Get Started!

Open the Study Listing Template in CRMS

First, click the Protocol tab

The screenshot displays the Clinical Research Management (CRMS) web application. At the top, a blue header contains the text "CLINICAL RESEARCH MANAGEMENT" and a navigation menu with links for HOME, MY DASHBOARD, HELP, ADMIN, REPORTING, and LOGOUT. Below the header, a navigation bar features four tabs: "Dashboard", "Protocol" (highlighted in green), "Submissions", and "R". The main content area is titled "Study and Protocol Information - CRMS#: C13-0267 CRMS for IRB Num". It includes a checkbox to "hide this study from my list of CRMS Studies" and a "Show" link. On the left side, a sidebar menu lists various options: "General Info", "Research Team", "Cohorts/Arms", "Schedule of Events", "Study Documents", "Notes", and "Join the Conquest". The "Join the Conquest" link is circled in orange. Two orange callout boxes with arrows provide instructions: one points to the "Protocol" tab, and another points to the "Join the Conquest" link.

Open the Study Listing Template

★ For OnCore Users Only ★

CLINICAL RESEARCH MANAGEMENT

|| HOME || MY DASHBOARD || HELP || ADMIN || REPORTING || LOGOUT

Clinical Research Dashboard - Chapel Hill

[Start New Clinical Study](#)

[My CRMS Records](#)

[My Studies by IRB #](#)

[My Dept. Studies by IRB #](#)

[OCT Submission List](#)

Strengthen Your Research

[Study Listing & Enrollment](#)

[Carolina Data Warehouse for Health](#)

Helpful Information Links

Research at Carolina

On the Home tab, click the My Studies by IRB# link.

Click on the IRB study # link for the study you want to list

C09-0004	03-2637	Dr
C09-0007		te
C09-0008		Br
C09-0010	10-1324	Ti
C10-0006	99-0659	Ca
C10-0010	10-2229	Al
C10-0015	07-1404	ne
C10-0034		In
C10-0037	10-0095	Dr
C10-0038	09-1004	D'
C10-0039	10-0809	A
C10-0040	09-2165	Ca
C10-0042	10-0204	IT
C10-0045	10-1068	PI
C10-0048		CI
C10-0047	10-0089	TI
C10-0049		*C



Enter Study Enrollment Dates and Recruiter Contact Info

To list your study in the Research Studies Gallery on the [Join the Conquest](#) website, please complete and approve the listing. Upon approval, NC TraCS will upload the information to the Research Studies Gallery.

Test Study
IRB Number: #

 [Instructions](#)

Detailed Instructions link

Status

Not yet entered

Last Approved: Never Approved



(New) TraCS Approved.

Working copy modified on: 0 by: 0.
Study is in the recruiting phase.
Recruiting ends 0.

Enrollment Status

The study will begin showing a listing in the Gallery on the recruitment start date. The listing will no longer be shown if the recruitment start date has expired.

Recruitment start date TO

Recruitment end date

Study Contact Information for Enrollment

Contact:

Phone:

Email:

Optional link to study or department website:

Enter your study recruitment date ranges. Start date is the date you want the listing to begin being shown to the public. The end date is the date you want the listing to be removed from the public view. The end date will be shown to the public.

Enter your contact information. Enter a person listed on your IRB application. Include a study or department website if available.

Describe Your Study to a Layperson

Descriptive Information about the study.

The Study will have a "Public Name" this is made up of 3 parts:

1. Population/Indication
2. Length of time a participant will spend in the study
3. A very short (30 characters or less) description or acronym for the study.
This should be something meaningful to a member of the public, and not necessarily a medical or research term.
For example: Older Adult Smokers - 10 weeks - GOODLIFE

Study Population/Indication

Length of Participation (Months/Weeks)

Acronym/Very Short Description

Describe your study in one or two sentences to a layperson:

The Study Population/Indication should describe the subject population you want to recruit.

No medical or research jargon!

Describe why you are doing this study using plain (9th grade level) language.



Enter Demographics and I/E

Demographics & Inclusion/Exclusion

Gender

Male

Female

No Preference

Age Range (years)

Lower Limit:

Upper Limit:

Inclusion/Exclusion Criteria

1st Inclusion

2nd Inclusion

1st Exclusion

2nd Exclusion

**Volunteers will see I/E listed as
“Participant Qualifications and
Not Eligible If”**

Use plain language!

**Define medical terms on the
layperson level**



Enter Location, Visits and Compensation

Locations, Visit Types, and Participant Compensation

Enter the location where subjects will go for most visits:

On UNC CH Campus:

Other Location:

Enter the estimated number of visits by Type:

Screening:

Clinic:

Phone:

Other:

Describe the participant compensation:

Amount:

Description:

Be Specific! Use “Other Location” for studies not located on the UNC Chapel Hill main campus.

It’s ok to enter more than one location in the same field. Use semi-colons to separate.

If study has locations both on and off campus, use both location fields.

Write out name (e.g., Clinical and Translational Research Center, not “CTRC”.)

“Other” Study visit types include gym visits, on-line questionnaires, texts, etc.

 **If Compensation is entered, the study listing must be pre-approved by IRB! Otherwise, write “Contact the research team for details.”**



Create the Search Details

Search Categories

Choose ONE category that best matches your study:

- Survey Lifestyle/Focus Group Drug
 Device Procedures Medical Treatment Outcomes
 Phase I Drugs - Healthy Volunteers

Check this box if healthy volunteers will be needed

Keywords (Check all that apply.)

- | | | |
|---|---|---|
| <input type="checkbox"/> Allergy | <input type="checkbox"/> Ears | |
| <input type="checkbox"/> Alcohol Abuse | <input type="checkbox"/> Eating Disorder | |
| <input type="checkbox"/> Alzheimer's | <input checked="" type="checkbox"/> Eyes | |
| <input type="checkbox"/> Arthritis | <input type="checkbox"/> Genetics | <input type="checkbox"/> Pregnancy |
| <input type="checkbox"/> Asthma | <input type="checkbox"/> Hearing | <input type="checkbox"/> Sight |
| <input type="checkbox"/> Autism Spectrum | <input type="checkbox"/> Heart/Cardiovascular | <input type="checkbox"/> Skin |
| <input type="checkbox"/> Behavior | <input type="checkbox"/> High Blood Pressure | <input type="checkbox"/> Sleep |
| <input type="checkbox"/> Bones | <input type="checkbox"/> HIV/AIDS | <input type="checkbox"/> Smoking |
| <input type="checkbox"/> Brain/Head | <input type="checkbox"/> Kidneys | <input type="checkbox"/> Stomach |
| <input type="checkbox"/> Breastfeeding | <input type="checkbox"/> Lungs | <input type="checkbox"/> Stroke |
| <input type="checkbox"/> Breathing | <input type="checkbox"/> Men's Health | <input type="checkbox"/> Thyroid |
| <input type="checkbox"/> Cancer | <input type="checkbox"/> Mental Health | <input type="checkbox"/> Tooth/Dental |
| <input checked="" type="checkbox"/> Diabetes | <input type="checkbox"/> Mouth/Nose/Throat | <input type="checkbox"/> Urinary |
| <input type="checkbox"/> Digestion | <input type="checkbox"/> Muscles | <input type="checkbox"/> Women's Health |
| <input type="checkbox"/> Drug/Substance Abuse | <input type="checkbox"/> Nutrition | <input checked="" type="checkbox"/> Other |

For Categories, choose only one.

Don't forget to check the healthy volunteer box if applicable, especially if only healthy volunteers are required in the study. If your study is a Phase I drug study, be sure to chose that category and also check the box.

Choose all keywords that apply to your study

You're Almost Finished! Save or Submit

The screenshot shows a web form with a list of categories on the left: Ignored, Tooth/Dental, Urinary, Women's Health, and Other. Below the list are three buttons: "Save Study Listing Text", "Submit To NC TraCS", and "Cancel". An orange callout box with a bracket points to these buttons, containing the text: "Save your work. Click Save Draft only if you are not ready to submit. Click Submit when ready!". Below the buttons, there is a red text message: "IRB has reviewed this form (IRB study #13-1768) and determined that individual IRB review and approval for each study is not required. Update the information on the form when needed. All revisions will be approved by TraCS administrators prior to posting." The bottom of the page features a blue header for "THE NORTH CAROLINA TRANSLATIONAL & CLINICAL SCIENCES INSTITUTE".

Save your work.
Click Save Draft
only if you are not
ready to submit.

Click Submit when
ready!

IRB has reviewed this form (IRB study #13-1768) and determined that individual IRB review and approval for each study is not required.

Update the information on the form when needed. All revisions will be approved by TraCS administrators prior to posting.



Volunteers View the Studies Gallery

KEYWORD SEARCH

- | | | |
|---|---|---|
| <input type="checkbox"/> Allergy | <input type="checkbox"/> Ears | <input type="checkbox"/> Obesity |
| <input type="checkbox"/> Alcohol Abuse | <input type="checkbox"/> Eating Disorders | <input type="checkbox"/> Pain |
| <input type="checkbox"/> Alzheimer's | <input type="checkbox"/> Eyes | <input type="checkbox"/> Pediatrics |
| <input type="checkbox"/> Arthritis | <input type="checkbox"/> Genetics | <input type="checkbox"/> Pregnancy |
| <input type="checkbox"/> Asthma | <input type="checkbox"/> Hearing | <input type="checkbox"/> Sight |
| <input type="checkbox"/> Autism Spectrum | <input type="checkbox"/> Heart/Cardiovascular | <input type="checkbox"/> Skin |
| <input type="checkbox"/> Behavior | <input type="checkbox"/> High Blood Pressure | <input type="checkbox"/> Sleep |
| <input type="checkbox"/> Bones | <input type="checkbox"/> HIV/AIDS | <input type="checkbox"/> Smoking |
| <input type="checkbox"/> Brain/Head | <input type="checkbox"/> Kidneys | <input type="checkbox"/> Stomach |
| <input type="checkbox"/> Breastfeeding | <input type="checkbox"/> Lungs | <input type="checkbox"/> Stroke |
| <input type="checkbox"/> Breathing | <input type="checkbox"/> Men's Health | <input type="checkbox"/> Thyroid |
| <input type="checkbox"/> Cancer | <input type="checkbox"/> Mental Health | <input type="checkbox"/> Tooth/Dental |
| <input type="checkbox"/> Diabetes | <input type="checkbox"/> Mouth/Nose/Throat | <input type="checkbox"/> Urinary |
| <input type="checkbox"/> Digestion | <input type="checkbox"/> Muscles | <input type="checkbox"/> Women's Health |
| <input type="checkbox"/> Drug/Substance Abuse | <input type="checkbox"/> Nutrition | <input type="checkbox"/> Other |
- Healthy Volunteers (check this box to search studies that need Healthy Volunteers)

CATEGORY SEARCH

- | | |
|--|---|
| <input type="checkbox"/> Survey | <input type="checkbox"/> Procedures |
| <input type="checkbox"/> Lifestyle/Focus Group | <input type="checkbox"/> Medical Treatment Outcomes |
| <input type="checkbox"/> Drug | <input type="checkbox"/> Phase I Drugs - Healthy Volunteers |
| <input type="checkbox"/> Device | |

SEARCH TERM (OPTIONAL)

SEARCH THE GALLERY

Volunteers can view studies without registering or signing in. However, to send an email to you through the JTC system, they must be registered and logged in.

They choose studies of interest by keyword, category or search term, then they click "Search the Gallery."



Your Short Study Description

STUDIES GALLERY

This first view shows the short description of your study that you created. This is really critical!

Be sure you have entered what the study is designed to do and why it is important.

The volunteer clicks DETAILS to see the full study listing information you entered. They can send you an email on the Details Page or click “New Search” to return to the Studies Gallery.

NEW SEARCH

Study Name	Length	Type	Study Description	
Pediatric Sickle Cell (The EPIC Study)	Variable Participation Time	Drug	This study will test a new drug for patients who have sickle cell disease and have had to be admitted to the hospital to treat pain. The goal of this new drug is to shorten the amount of time that sickle cell patients are in pain.	DETAILS
Adults with Eye Disease Due to Diabetes (DRCR V)	2 years	Drug	Eye researchers want to learn more about what treatments work best for patients with eye disease caused by diabetes. You may receive laser therapy, a drug, or no therapy.	DETAILS

Individual Details Page Layout

NEW SEARCH **BACK TO LIST**

CogNIT
University of North Carolina at Chapel Hill

Description
This research study is designed to examine how the brain responds to stress in adolescents using state-of-the-art methods for clinical assessments and brain imaging. Participants in this study need to have a brother, sister or parent with schizophrenia or bipolar disorder.

Keywords: BrainMap, Youth Health
Category: Healthy Volunteers, Procedures

Qualifications

- Age:** 9 - 18 years
- Gender:** Boy
- Study Population:** Generally healthy older children and teens. A parent or sibling with schizophrenia or bipolar disorder.

Investigator
Award Salar: Adjunct Professor
Psychiatry - Research
For questions, contact:
Hemal Vaid
hemal_vaid@med.unc.edu
919.842.3571
View Website

Recruitment Period End
September 12, 2019

Location
UNC Chapel Hill - Medical School Wing Clinic
Other Location - Duke University

Study Distinguishes
 Gender: Both
 Age Range: 9 - 18 years
 Participant qualification(s): Generally healthy older children and teens. A parent or sibling with schizophrenia or bipolar disorder.
 Not eligible: Diagnosis of Autism, Bipolar, Depression, or Psychosis.

Number of Visits
 0 Screening visits
 3 Clinic visits
 0 Phone visits
 0 Other visits

Participation Period
 3 visits

Compensation
 \$50 per visit

By clicking I am interested, your contact information will be sent to the researcher/study coordinator for this study. The coordinator will respond by email with additional information on how to proceed. **I AM INTERESTED**

After the volunteer clicks DETAILS, they see the full study listing information you entered.

They can send you an email or click “New Search” or “Back to List” to return to the Studies Gallery.



More Information and FAQs!



UNC
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Terms of Researcher Participation

- Researchers are required to provide metrics to NC TraCS on # of volunteers contacted and enrolled in listed studies (not names, just metrics) as requested
- Researchers are obligated to abide by all IRB regulations and maintain research privacy standards
- Researchers are responsible for ensuring the listing information matches their protocol
- Researchers are required to update their study listing as study recruitment requirements change (amendments, study hold, study closure, etc.)
- Researchers are responsible for all prescreening and screening activities.



Frequently Asked Questions

- **Is there a cost to the researcher to use the system?**
 - Join the Conquest.org is funded by NC TraCS CTSA grant– there is no charge to UNC researchers or volunteers
- **Why do we need to use plain language?**
 - The Join the Conquest website was created to help those with limited research and medical knowledge
- **Why do I need to limit my inclusion/exclusion criteria?**
 - Your study listing creates a simple “Reader’s Digest” version of the study purpose, inclusion/exclusion, and participation details
- **Why don’t I need IRB approval unless I list compensation?**
 - The UNC IRB has determined that this type of listing does not require review as long as it does not list compensation. The template is designed to ensure the listing is compliant and has been approved by the UNC IRB
 - If compensation is listed, then it must be treated as advertising and requires that the complete study listing be reviewed by the IRB and approved prior to submission to JTC administrators.

Frequently Asked Questions

- **Why do I need to enter enrollment dates?**
 - This feature allows you pick the start/stop dates of the listing. If you need modify the end of the enrollment, just change the date!
- **My study is approved by the non-medical IRB. Can I still list it?**
 - All types of studies that require human volunteers to participate can be listed
- **How long does it take to complete the listing template?**
 - The approximate time to complete the listing is 10-15 minutes
- **What happens if I get a protocol amendment and need to change the study details?**
 - You can update the information at any time for any reason. Your current details will continue to show until the updated information is approved by NC TraCS administrators
 - Your study listing is linked to IRBIS through CRMS, so as long as your study continues to be approved by the UNC IRB, you will be able to list it on Jointheconquest.org



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Key Website Take-aways!

- Join the Conquest incorporates our formative research results and change theory
- Addresses barriers to research participation to reach that 53% of Americans unfamiliar and uncomfortable with clinical research
- Aims to increase participation from 10% by listing studies in a central location and in plain language
- Builds trust and lasting relationships between researchers and volunteers

For More Information

- Contact NC Tracs at nctracs@unc.edu
- Go to <https://tracs.unc.edu/index.php/services/recruitment-services>
- Contact:
 - Carol Breland, Research Recruitment Director
 - NC Tracs Recruitment Services
 - brelandc@email.unc.edu
 - 919 966-6274



More FAQs:

What Happens after I List My Study?

- You get automatic alerts via email from volunteers who view your listing and express interest in learning more
- In the email, you will receive volunteer contact information as provided by volunteer
- NC TraCS website administrators do not participate in screening volunteers for studies and does not assist volunteers with choosing studies.
- NC TraCS will contact you from time to time
- The website is being promoted to the public via the MyUNCChart portal

How Will Volunteers Find My Study?

- From the Studies Gallery, the volunteer will be able to search for your study several ways:
 - Study Category
 - Key Word
 - Free text field (Search Term)
- The volunteer will review the studies from the search results
- If the volunteer is interested, the volunteer will click button
- The system will automatically send you a email with the volunteer's information
- The system also send a email to the volunteer confirming their interest in your study and that you will be in contact with them shortly
- All volunteers must be adults age 18 or older to join. All persons can request information on pediatric studies
- Volunteers will also receive a monthly newsletter via email with information about Join the Conquest and highlighted studies.

What Security and Access Rules Apply?

- Volunteer contact information is stored on a secure server at UNC and administrated by NC TraCS
- No medical information from volunteers is requested by or stored on jointheconquest.org
- The volunteer registration database is not available to researchers
- Researchers only receive volunteer contact information if the volunteer authorizes it
- While the UNC IRB does not require separate approval, your study sponsor may require approval prior to submission of the listing and if you list compensation you are required to get IRB approval
- The researcher is obligated to adhere to Good Clinical Practices and all applicable privacy regulations when storing volunteer information
- Volunteer information is not to be shared with other researchers unless permission obtained from the volunteer

What If I Want to Change My Study Details?

- You can save your work at any time prior to submission. Just click the Save button
- When you are ready, hit the Submit button to send to NC TraCS administrators for review
- NC TraCS will review your submission for basic wording and appropriateness, not to ensure the content matches the protocol. Self evident corrections (typos) may be corrected if minor.
- You may receive a modification request via email for your listing. Once approval is granted from NC TraCS, the study listing will immediately show on in the public view assuming IRB approval is active.
- Updates can be made to the listing after approval is granted.

How Do I Update My Approved Listing?

- You can make an update any time after the submitted version is approved.
- You make the changes to your template just as you did in the original submission.
- You will click Submit, and NC TraCS will review your updates.
- As soon as the new version is approved, it will show on the Studies Gallery.
- Until the new version is approved, the old version will show.

How do ResearchMatch.org and Jointheconquest.org compare?

- On ResearchMatch.org, the researcher drives the engagement with the volunteer
 - Volunteer enters medical information and the researcher enters details about their study
 - The system matches volunteer profiles to study profiles
 - The system notifies the researcher of the possible match
 - The volunteer waits for the researcher to review their information and make contact
 - Studies in 62 CTSA sites and affiliates are eligible to be listed
- On JointheConquest.org:
 - Volunteers JOIN using basic contact information and then use a search engine to see all studies listed at UNC that interest them and make a decision if they want to learn more
 - Study listings are linked to Jointheconquest.org , a promotional website with videos, stories, educational tools and more
 - Listings are in plain language- 9th grade reading level
 - Listings are shown only during the recruitment period
 - Volunteers can notify researchers of interest with the click of a button
 - Volunteers are encouraged to remain engaged with newsletters, promotions and events
 - Allows UNC IRB approved studies only -
 - Study listing is created in CRMS and reviewed locally at NC TraCS