

COVID-19 DATA AND SPECIMEN STEWARDSHIP COMMITTEE

Study Proposal Process

Step 1. Describe your proposed study using the COVID-19 study proposal template. *Follow instructions on the template.*

Note: There is a specimen fee for accessing samples and data stored by the Pathology Biorepository. The fee is for the staff time for pulling and/or processing the data/samples before release.

Version: 03-25-20 FINAL

Study Title:

Principal Investigator:

**COVID-19 DATA/SPECIMEN (DS) STEWARDSHIP COMMITTEE – STUDY PROPOSAL
(LIMIT TO 2 PAGES, Arial 11 font, 1 inch margins [excluding references])**

BACKGROUND

Provide a brief background of the problem you are trying to address

OBJECTIVES

Provide a brief study objective or hypothesis with any sub-objectives or aims.

APPROACH

Describe your approach. Be mindful committee members will come from multiple disciplines.

INNOVATION

Describe the innovation used by your approach that makes it distinct from other methods.

STRATEGIC ALIGNMENT

How does your proposed project align with the institutional mission, and also addresses the immediate goals of the School of Medicine and the Health [system](#).

ENVIRONMENT

Describe the resources you have such as laboratory space, testing capabilities, etc.

IMPACT

How will the successful completion of this study impact society, medicine, and our institution?

REFERENCES (No Page Limit)

COVID-19 DATA AND SPECIMEN STEWARDSHIP COMMITTEE

Study Proposal Process

Step 2. Fill out and submit to the Pathology Clinical Research Oversight Committee:

1. Go to here:
<https://ctscassist.ucdmc.ucdavis.edu/ctscassist/surveys/?s=TFTKKYMTFM>
2. Enter in relevant information for Study Contacts and Study Information.
3. Retrospective study proposals can put “0” for questions related to the number of enrolled subjects.
4. Answer other sections related to testing needs if applicable.
5. Upload your PDF application (note instructions on the proposal template form) to the “Upload Study Protocol” field.
6. Click Submit

Pathology Intake Form

The Department of Pathology and Laboratory Medicine Clinical Research Oversight Committee (CROC) reviews all research requests that require the use of pathology and/or laboratory resources (e.g., consultation, data access, specimen testing, biobanking). It is very important to ensure the information is accurate to avoid delays. Typical turnaround time for requests is 10 business days, however more complicated requests may take longer to review.

Study team and contacts

Today's Date * must provide value	<input type="text"/>  Today M-D-Y
Principal Investigator * must provide value	<input type="text"/>
Principal Investigator Email * must provide value	<input type="text"/> 
Principal Investigator Department * must provide value	<input type="text"/>
Is the Principal Investigator the primary contact for this study? * must provide value	<input type="radio"/> Yes <input type="radio"/> No reset
Study Emergency Contact Name * must provide value	<input type="text"/>
Study Emergency Contact Phone Number * must provide value	<input type="text"/> 

COVID-19 DATA AND SPECIMEN STEWARDSHIP COMMITTEE

Study Proposal Process

Step 3. Questions and Follow-Up from Pathology

1. Questions related to your application can be sent here: hs-pathresearch@ucdavis.edu
2. Pathology may contact you for clarification.
3. If no clarification is required, the application is then submitted to the COVID-19 DS Stewardship Committee.
4. If study is approved you will then be connected to the biorepository to submit your request for samples and/or data.

Note: Studies needing additional laboratory testing will also require Pathology Clinical Research Oversight Committee (CROC) Review.

Pathology Intake Form

The Department of Pathology and Laboratory Medicine Clinical Research Oversight Committee (CROC) reviews all research requests that require the use of pathology and/or laboratory resources (e.g., consultation, data access, specimen testing, biobanking). It is very important to ensure the information is accurate to avoid delays. Typical turnaround time for requests is 10 business days, however more complicated requests may take longer to review.

Study team and contacts

Today's Date * must provide value	<input type="text"/>  Today M-D-Y
Principal Investigator * must provide value	<input type="text"/>
Principal Investigator Email * must provide value	<input type="text"/> 
Principal Investigator Department * must provide value	<input type="text"/>
Is the Principal Investigator the primary contact for this study? * must provide value	<input type="radio"/> Yes <input type="radio"/> No reset
Study Emergency Contact Name * must provide value	<input type="text"/>
Study Emergency Contact Phone Number * must provide value	<input type="text"/> 