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SCHOOL OF MEDICINE

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Comprehensive Research Center in Health Disparities (CRCHD)

Guidelines for Consideration of New CRCHD Research Projects

As part of its commitment to reducing health disparities, the CRCHD collaborates with several research studies to assist with recruitment of underrepresented participants as well as recruitment training activities. Additional studies that may be in need of recruitment and/or training support may be considered for inclusion in the CRCHD recruitment activities. The following is an overview of criteria for new CRCHD projects:

1. New projects must be proposed to and approved by Drs. Daley and Reznik prior to inclusion into the CRCHD for recruiting purposes.
2. Research projects must be clearly linked to minority health and/or health disparities. Preference is given to projects focusing on Hispanic, African American and other populations at risk for health disparities.
3. A completed “**Assessment Information for New CRCHD Research Projects**” form must be provided on all potential new projects.

Information from this form includes such items as:

- a. Project title, PI's and Co-PI's
 - b. Funding agency
 - c. Dates of funding
 - d. Brief summary of project including a short paragraph describing how the study addresses health disparities
 - e. Brief description of subject criteria information including IRB approved flier, if available
 - f. Description of type and extent of previous outreach efforts since project inception
4. Research projects that have been invited as CRCHD partners must agree to the following:
 - a. **Provide a Copy of:**
 - ☐ UCSD IRB/Human Subjects Approval letter,
 - ☐ IRB application (including face pages), and
 - ☐ stamped copies of outreach and recruitment materials
 - ☐ electronic copies of outreach and recruitment materials

b. Participation in Recruitment Activities:

- Be willing to have recruitment staff trained by the CRCHD Research Core staff (overseen by Dr. Georgia Sadler).
- Be willing to provide recruitment staff to participate collaboratively in outreach recruitment activities.
- Be willing to provide funding for at least 5% of a community health worker to help support the CRCHD outreach infrastructure that will work to recruit minority participants.

c. Acknowledgements

Acknowledge the CRCHD, National Center for Minority Health and Health Disparities in all publications, grant applications, and presentations.

Suggested statement for manuscripts:

“This work is supported (in part) by NIH/NCMHD-sponsored (P60 MD000220) UCSD Comprehensive Research Center in Health Disparities.”

d. Evaluation and Data Reporting

The CRCHD is here to help you increase the number of ethnic minority participants in your study. In order to maintain support of our efforts we will need you to provide enrollment data every four months. If you cannot do this, we will not be able to continue recruitment for your study. Reporting forms will be provided by the CRCHD.

Please contact Dr. Sandra Daley if you have any questions regarding these guidelines: *sdaley@ucsd.edu*