



Yakima Valley Farm Workers Clinic

Attachment B: YVFWC Research Application Elements

Please address each item individually in the order described below. Limit 4 single-spaced pages.

Prior to any formal review, the Clinic Sponsor of any research project should thoroughly review, understand and endorse the project.

Background:

1. Title of Project
2. Clinic Sponsor with contact information.
2. Identification of Principle Investigator with complete contact information.
3. Research Proposal Summary including scope of project, target subjects and proposed methodology.
4. Statement of how the research will benefit YVFWC patients/clients and/or YVFWC system of care or services.
5. Proposed timetable for research project.
6. Describe any malpractice, liability, or risk associated with the project.

Resources:

7. Projected YVFWC resources requested, including:
 - clinic staff needed
 - clinic space needed
 - direct costs YVFWC may incur and form of compensation
8. Will YVFWC patient-care staff be diverted from patient care or other normal work?
If so, to what degree?
9. Projected Research Entity resources being used to complete project, including:
 - staff
 - time
 - funding

Data:

9. Clarify how data will be collected, including:



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- any request for computerized report writing from YVFWC
 - how will data entry be handled?
11. Specify what patient/client data is necessary for the research protocol, and verify that any request for protected health information is sought solely for that purpose.
 12. Verify that no protected health information will be removed from YVFWC premises.
 13. Describe how identifiers will be used with data collected, including measures to protect identifiers from improper use and disclosure.
 14. Describe plan to destroy the identifiers at the earliest possible opportunity consistent with conduct of the research OR provide justification for retaining the identifiers.

Statements of Commitment:

15. Statement of commitment to allow YVFWC staff review and input before final report completed (Clinic Sponsor, Lead Clinician or Program Director, and Director of Planning & Development).
16. Statement of commitment to YVFWC-specific report upon completion of project, and projected timeline for that report.
17. Statement of commitment to working according to the “Principles of Community-Based Research” endorsed by the University of Washington Health Sciences Deans, 1996.
18. Statement of commitment to protect subject and corporate confidentiality, and to make no attempt to contact subjects outside of approved research procedures.

Protection of Human Subjects:

19. Copy of Institutional Human Subjects Review/IRB approval, or commitment to provide once received.
20. Documentation of completion of education and training in the protection of human research subjects.