

Instructions for Submitting a CTSC Application

Faculty with active, approved IRB protocols may apply for CTSC membership by completing the Application Form below. Note that if you have more than one active IRB protocol, you must submit separate applications for each IRB protocol.

In addition to specifying the PI or co-I named on the IRB protocol, where indicated, you must also indicate the names and roles of key personnel involved in the study (e.g. co-PI, Nurse, Study Coordinator, Nurse Practitioner, Other). SUNY Downstate ID cards of the PI/co-I and key personnel will be programmed to enable swipe card access to the Center during non-business hours..

Please select one of the following options:

☐ New CTSC member

☐ Current CTSC member adding a new IRB-approved study

PI Information:

Full Name: _____

Academic Title: _____

Department: _____

Work Phone: _____

Pager (if available): _____

E-Mail: _____

Office Location: _____
(include building and room number)

Staff Information:

Full name: _____

Work phone: _____

E-mail: _____

Full name: _____

Work phone: _____

E-mail: _____

Full name: _____

Work phone: _____

E-mail: _____

Full name: _____

Work phone: _____

E-mail: _____

Information regarding approved IRB protocol:

NOTE: All protocols must be active at the time of submission of a CTSC application. Do not submit applications in which IRB approval is pending.

IRB Protocol Title: _____

Protocol Abstract (limit to 400 words):

IRB Protocol Expiration Date: _____

Is the approved IRB study funded?

☐ Yes

☐ No

If you checked yes above, please indicate funding source

☐ Federal

☐ Private Foundation

☐ Industry Sponsor

☐ Departmental Funds

☐ Other

Is the study a clinical trial?

☐ Yes

☐ No

If yes, please indicate the clinicaltrials.gov website (URL):

Average length of time to be spent at each meeting with research subjects (or group of subjects if working with more than one subject at a time)?

How many subjects do you anticipate enrolling in your study over the next six months (if this is a multi-site study, please answer by estimating subject number at Downstate only)?

What procedures will be performed on subjects participating in your study (e.g. interviews, physical exams, blood and/or urine collection, infusions,etc.)?

Once your application to use CTSC space has been approved, we will contact you with additional information regarding access during non-business hours and how to schedule study room use using our on-line scheduling system.

Questions?

Contact [Dr. Richard Coico](#), CTSC Director