**Research Readiness Requirements**

**for Geisel Students**

The following tasks must be completed, and documentation received by Geisel Student Affairs, for you to be credentialed to work on a research project with a Dartmouth Health or Dartmouth College mentor. All of these certificates are to be kept in the Geisel Documents Repository in the Office of Medical Student Affairs.

|  |  |
| --- | --- |
| **Item** | **Method** |
| Felony Attestation | AMCAS Application |
| National Criminal Background Check | Certiphi |
| HIPAA Compliance Training | Via Medical Student Affairs Office |
| BLS Certification | AHA, Military, or the American Red Cross |
| Drug Screening | Dartmouth Health Occupational Medicine or LabCorp |
| Human Subjects Research Training | CITI |
| Health Policy Attestations | Via Medical Student Affairs Office |

Once all of these tasks have been completed, the Geisel Student Repository Verification Form (included on this page) must be completed and signed off by Taryn Weinstein or delegate in the Office of Medical Student Affairs.

Once the Geisel Student Repository Verification Form has been signed off, there is no further action that needs to be completed if you are performing non-DH research.

If you are performing research at DH, you must complete the following DH access form on-line. <https://forms.monday.com/forms/bc58b72209586aa87f537ad7dfc51beb?r=use1> This form will allow you to have EPIC computer access and be entered into the DH human resources system. You must upload your Geisel Student Repository Verification Form to have access to perform DH research. **It will take a about a week to get credentialed to DH once this form is submitted and you will be contacted via email by the DH Workforce Readiness Institute when you are fully credentialed.**

Your research mentor will need to add you to the study’s IRB protocol. This will be with the Dartmouth College CPHS (Committee for the Protection of Human Subjects) and/or the Dartmouth Health IRB (Dartmouth-Hitchcock Institutional Review Board).

**Research On-Boarding for Geisel Students**

Desire to Perform Research at Geisel or DH

**Complete all research readiness requirements via the Medical Student Affairs Office**

Identify and establish project with **Primary Investigator**

[**geiselmed.dartmouth.edu/research/projects**](http://www.geiselmed.dartmouth.edu/research/projects)

**Have your research requirements verified by Taryn Weinstein or delegate in the medical student affairs office and obtain a signed copy of the Geisel Student Repository Verification Form**

**DHMC Research**



**Geisel Research**



**Complete DH Access Form online to obtain DH computer access and entry into the DHMC human resources system**

<https://forms.monday.com/forms/bc58b72209586aa87f537ad7dfc51beb?r=use1>

**Dartmouth College Research**

**Make sure included on Dartmouth CPHS Study Plan** (via PI)

[**www.dartmouth.edu/cphs**](http://www.dartmouth.edu/cphs)

**Make sure included on DH IRB Study Plan** (via PI)

[**www.dartmouth-hitchcock.org/research/hrpp-irb**](http://www.dartmouth-hitchcock.org/research/hrpp-irb)

**Begin Geisel Research!!!**

**Begin DHMC Research!!!**