



# ResearchMatch.org Researcher Resources

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# Overview of ResearchMatch.org

## What is it?

- A new secure ‘matching’ tool to help volunteers easily connect with research studies
  - Disease neutral
  - Available to US residents
- An innovative national partnership to develop a centralized web-based recruitment registry
- A free recruitment tool

## What is it not?

- The end-all solution to participant recruitment & feasibility analysis
- A replacement for successful, existing recruitment efforts
- A tool that permits ‘cold calling’ volunteers
- A study listing registry (a.k.a., Clinicaltrials.gov)



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# Background

- Funded by the Clinical & Translational Science Awards (CTSA) through the National Center for Research Resources (NCRR)
- Currently, 41 CTSAAs are part of the ResearchMatch Network.
- Volunteer registration launched November 2009.  
As of March 2010:
  - >6,000 volunteers nationally
  - 170 Oregon volunteers
- Researcher registration tools launched March 2010

# Who Can Use ResearchMatch Tools?

- **You must be OHSU faculty or study staff of a study with an OHSU faculty PI** to register as a ResearchMatch researcher.
- A study coordinator or other individual who is authorized to recruit for the study can register in addition to or in place of the study PI.
- ResearchMatch will allow multiple users for the same study to register.
- ResearchMatch is available at no cost to OHSU researchers.



# Who Reviews My ResearchMatch Access Requests?

- OHSU ResearchMatch Institutional Liaison: Julie Mitchell
- Study PI for researcher proxy registrations
  - The study PI will receive a notification from ResearchMatch asking for permission for the proxy to have access.
  - The PI must authorize access BEFORE the Institutional Liaison can take any action on the recruitment access request.



# Connecting Researchers & Volunteers

**Step 1:** Potential volunteers (or their parents/caretakers) self-register to indicate a willingness to be contacted for research studies.

Welcome / Volunteer / Register Now

1 CONTACT INFO | 2 CURRENT STATS | 3 CONDITIONS | 4 MEDICATIONS | 5 ADDITIONAL INFO

3 List your conditions. Let us know about the conditions that you are aware of.

**Please list conditions or diseases a doctor has told you that you have.** Start typing in the name of your condition or disease and choose from the list provided. If your condition does not appear, you may enter it later in the Additional Information category. This information is optional, but providing it may help researchers match you with studies that fit you personally.

Search

[no conditions selected]

NEXT

**Step 2:** Registered researchers search database for individuals (identifiers suppressed) based on study inclusion criteria.

Welcome / Researchers / Search Volunteers

The Search Builder will allow you to use multiple filtering criteria to select a cohort of ResearchMatch volunteers suitable for your study. If conducting a recruitment search, Steps #7-9 will require language approved by your local IRB for use in ResearchMatch to contact participants (see [details](#)). (see [sample message](#)).

1 STUDY TYPE | 2 LOCATION | 3 DEMOGRAPHICS | 4 CONDITIONS | 5 MEDICATIONS | 6 FINISH SEARCH

4 Choose conditions options.

Use one or all methods provided to filter volunteers by medical condition. If you do not wish to filter by medical condition, use the *Finished* button to advance to the next section.

[\[view instructions\]](#)

cohort selection

SEARCH DETAILS

1016 [\[edit\]](#) IRB # 12345678

LOCATION

68 [\[edit\]](#) The distance from Demo University is less than 350 miles

DEMOGRAPHICS

58 [\[edit\]](#) Age is between 18 and 65 (yrs)

CONDITIONS

58 No Condition Set #1, please [select](#).



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# Connecting Researchers & Volunteers

**Step 3:** Researchers send IRB-approved recruitment message to ‘matched’ volunteers. Volunteers may then opt to share identifiable information for direct contact.

**Step 4:** Researchers contact interested volunteers and follow normal study consent procedures.

Welcome / Researchers / Search Volunteers

You'll be contacting 23 volunteers by email for your study.

## 7 Prepare to Contact Volunteers.

Now that you have completed your search, it is time to send these ResearchMatch Volunteers an announcement regarding your study. Start by viewing the standard message that volunteers will receive from ResearchMatch by email - see how your recruitment language will be situated in this email and how the volunteers will be able to respond. [ [view sample message](#) ]

## 8 Enter your message.

### Message Body

Rich text editor interface for composing a message. The toolbar includes options for bold (B), italic (I), underline (U), text color (ABC), background color, bulleted list, numbered list, link, unlink, image, video, audio, table, and other formatting tools. Below the toolbar is a large text area for entering the message body. The path is shown as "Path: p".



# Types of ResearchMatch Researcher Access

- Feasibility access
  - Allows view of aggregate data
  - Can enter specific criteria to determine if ResearchMatch population useful recruitment source for study
  - Feasibility access to ResearchMatch does not require IRB approval.
- Recruitment access
  - Allows researchers to contact ResearchMatch volunteers that meet study criteria
  - Recruitment access requires IRB approval of:
    - The study
    - The text of the email that will be sent to ResearchMatch Volunteers



# IRB Approval of ResearchMatch Recruitment

- New studies
  - Answer ‘yes’ to IRQ question 2.7.
  - Upload recruitment email text (template available on OCTRI ResearchMatch website).
- Existing studies
  - Submit modification to IRB for study.
  - Indicate submitting an advertisement and state “would like to use ResearchMatch for recruitment” in reason for modification.
  - Upload recruitment email text.
- Studies approved by non-OHSU IRB
  - Email electronic copy of current IRB approval letter to OCTRI Research Support (octrihelp@ohsu.edu).

# ResearchMatch Recruitment Email

- ResearchMatch emails similar to study recruitment fliers
- Contacting Volunteers through ResearchMatch involves developing an electronic announcement or flyer for ResearchMatch Volunteers to see and consider
  - Do not include any contact information for your study (email or phone)
  - Template available on OCTRI website, “ResearchMatch for Investigators”
- Volunteers that respond yes will release information to be contacted directly
- Start the consent/enrollment process

# Getting Started

- Go to this link:  
[www.researchmatch.org/researchers/](http://www.researchmatch.org/researchers/)
- Click Register

ALREADY REGISTERED? [LOGIN](#) | ABOUT VOLUNTEERS RESEARCHERS NETWORK CONTACT

Welcome / **Researchers**

You can make a difference through research.

Ready to register as a **Researcher**?

ResearchMatch is a free recruitment tool and feasibility analysis resource to researchers at participating institutions. Register today by following these 4 simple steps:

- 1 Find your institution from our list of participating sites.
- 2 Enter your institutional contact information.
- 3 Choose between feasibility and recruitment access.
- 4 For recruitment access - enter your study information.

how do I begin?

Not currently registered. [REGISTER](#)

Already registered as a volunteer. [LOGIN](#)

view our participating institutions

Before signing up as a researcher, please look for your institution in the list below. If you don't see your institution, please go to the [Researcher Interest Form](#).

-- select your institution --

What happens once I sign up? Please visit our [Researcher FAQ](#) page for more details.



# ResearchMatch Registration

- Select your institution: OHSU.



[ researcher menu ]

| ALREADY REGISTERED? [LOGIN](#) | [ABOUT](#) [VOLUNTEERS](#) [RESEARCHERS](#) [NETWORK](#) [CONTACT](#)

Welcome / [Researcher](#) / [Register Now](#)

1 YOUR INSTITUTION | 2 CONTACT | 3 STUDY TYPE | 4 STUDY INFO

**1** **Select your institution.**  
Select your institution from our list of participating sites. If you are affiliated with more than one institution, please identify the institution that is associated with the study that you plan to recruit for through ResearchMatch.

Which institution are you affiliated with?

-- select an institution --  
Montefiore Medical Center  
Mount Sinai School of Medicine  
Nationwide Children's Hospital  
New York University  
**Oregon Health & Science University**  
Purdue University  
Scripps Health  
Stanford University  
The Forsyth Institute  
The Metro Health System  
The Ohio State University  
The Rockefeller University  
The University of Alabama at Birmingham  
Tufts Medical Center  
University Hospitals  
University of Arkansas for Medical Sciences  
University of California, Davis  
University of Cincinnati  
University of Colorado Denver  
University of Florida

**CTSA** Clinical & Translational<sup>®</sup>  
Science Awards  
The Clinical and Translational Science Awards (CTSA)  
is a registered trademark of DHHS.

ResearchMatch is a Center for  
the [National Center for Human Genome Research](#)  
Powered by UMLS through the [National Center for Human Genome Research](#)

[Share](#) | [f](#) | [g+](#) | [t](#) | [Privacy Statement](#) | [Terms of Use](#) | Copyright © ResearchMatch 2009



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# ResearchMatch Registration

- Follow the OHSU site-specific instructions.

[ ALREADY REGISTERED? [LOGIN](#) ]    ABOUT    VOLUNTEERS    RESEARCHERS    NETWORK    CONTACT

## RESEARCHER REGISTRATION

Before getting started, make sure you are ready to register as a ResearchMatch researcher!

**You will need to complete the entire registration process in one sitting.** While registration only takes a few minutes, it will be expedited if you have the following readily available:

To register a study for ResearchMatch **feasibility access** (ability to view aggregate data on the registry population), you must:

- Be affiliated with a [participating institution](#) in the ResearchMatch Network
  - If your institution is not on the list of participating sites within the available dropdown menu, you may not register to use ResearchMatch as a researcher at this time.
- Provide your institutional contact information (e.g. use .edu email address)
- Create a ResearchMatch username and password

To register a study for ResearchMatch **recruitment access** (ability to recruit ResearchMatch volunteers), you must:

- Have an active research study that has been approved by your Institutional Review Board (IRB)
- Be affiliated with a participating institution
  - If your institution is not on the list of participating sites within the available dropdown menu, you may not register to use ResearchMatch as a researcher at this time.
- Be the Principal Investigator (PI) **or** an individual who is authorized to recruit for an IRB-approved study on behalf of the study PI at a participating institution.
  - If you are not the PI, you must provide their contact name, email, and phone number
- An electronic copy of your current IRB letter of approval citing that this study is active and approved by the IRB
  - This document must include a valid IRB expiration date
  - If your study is IRB exempt, you must provide documentation of this exemption

If you do not have this information but wish to register today, please proceed with requesting **feasibility access** when you register. You may add a study once being logged in as a registered ResearchMatch researcher at any time.

Remember, you must complete the registration process in one sitting or your information will not be saved. Enjoy!

[RETURN TO HOME](#)    [CONTINUE](#)

ave funded by  
of Health.  
ResearchMatch 2009



# ResearchMatch Registration

- Review and sign the Researcher Acknowledgment Form.

The screenshot shows a web browser window displaying the "RESEARCHER ACKNOWLEDGMENT FORM" for Oregon Health & Science University. The form is titled "OREGON HEALTH & SCIENCE UNIVERSITY RESEARCHMATCH.ORG RESEARCHER ACKNOWLEDGMENT FORM". It contains the following text:

In order to utilize ResearchMatch, also known as the National Recruitment Registry Project, for the purposes of conducting a feasibility analysis or participant recruitment, I have read and acknowledged the following terms:

- I understand that my first point of contact is the Institutional Liaison associated with my university/center for matters related to ResearchMatch.
- In order to recruit potential research participants through ResearchMatch, I understand that I must have an **active, approved IRB study** that identifies ResearchMatch.org as a recruitment method throughout the entirety of my recruitment efforts and be either:
  - o 1) The Principal Investigator (PI) associated with the identified study; or
  - o 2) A member of the study team authorized by the PI for recruiting patients, who is an OHSU employee or under the direct supervision of the PI, and is listed as personnel on

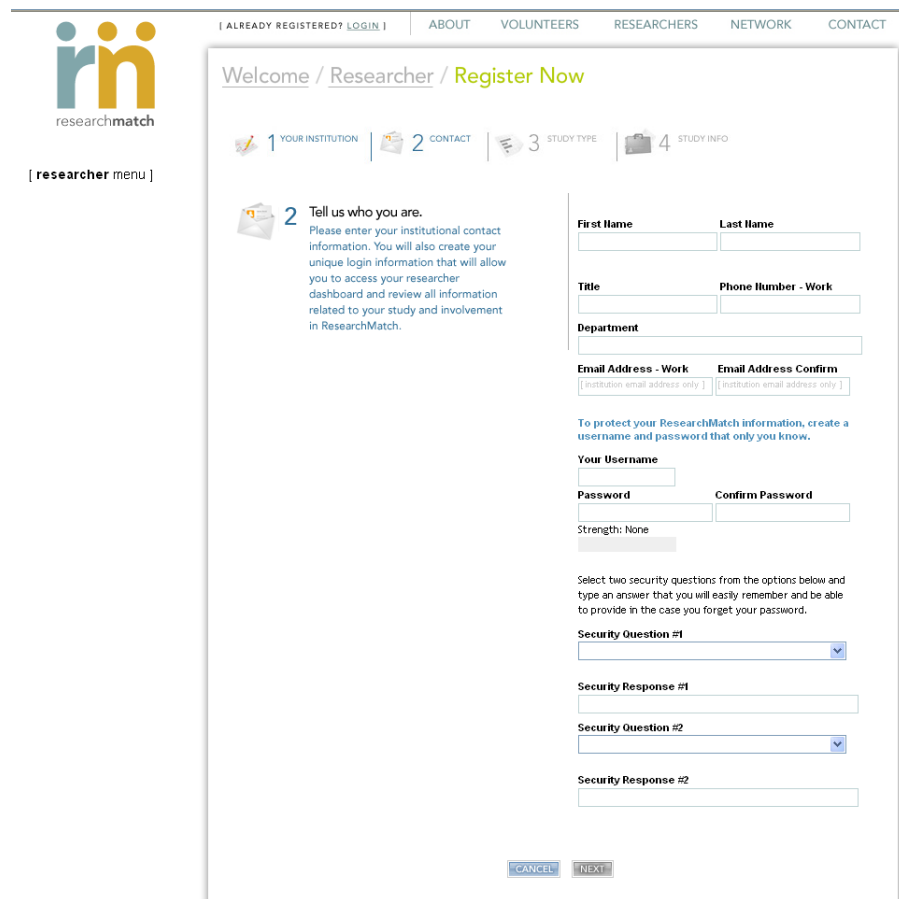
Below the terms, there is a text input field with the placeholder "xxx" and the instruction: "By typing your full name here and clicking 'Accept' you:". Below the input field, there are two buttons: "DECLINE" and "ACCEPT".

The background of the screenshot shows the ResearchMatch.org website navigation menu with links for "[ ALREADY REGISTERED? LOGIN ]", "ABOUT", "VOLUNTEERS", "RESEARCHERS", "NETWORK", and "CONTACT".



# ResearchMatch Registration (cont.)

- Enter your contact information, create a unique username and password.




The screenshot shows the ResearchMatch registration interface. At the top, there is a navigation bar with links for 'ALREADY REGISTERED? LOGIN', 'ABOUT', 'VOLUNTEERS', 'RESEARCHERS', 'NETWORK', and 'CONTACT'. The ResearchMatch logo is on the left, and a '[ researcher menu ]' is below it. The main content area is titled 'Welcome / Researcher / Register Now' and features a progress indicator with four steps: 1. YOUR INSTITUTION, 2. CONTACT, 3. STUDY TYPE, and 4. STUDY INFO. Step 2 is active, with the instruction: '2 Tell us who you are. Please enter your institutional contact information. You will also create your unique login information that will allow you to access your researcher dashboard and review all information related to your study and involvement in ResearchMatch.' The form fields include: First Name, Last Name, Title, Phone Number - Work, Department, Email Address - Work (with a note '[institution email address only]'), Email Address Confirm (with a note '[institution email address only]'), Your Username, Password, Confirm Password, and Strength: None. Below these are two security questions, each with a dropdown menu for the question and a text input for the response. At the bottom, there are 'CANCEL' and 'NEXT' buttons.



# ResearchMatch Registration – Feasibility Access

- By selecting feasibility access, clicking 'Next' completes registration for feasibility access only.



researchmatch

[ researcher menu ]

[ ALREADY REGISTERED? [LOGIN](#) ] | [ABOUT](#) | [VOLUNTEERS](#) | [RESEARCHERS](#) | [NETWORK](#) | [CONTACT](#)

Welcome / [Researcher](#) / Register Now

1 YOUR INSTITUTION | 2 CONTACT | 3 STUDY TYPE | 4 STUDY INFO

**3 Choose your preferred ResearchMatch access type.**  
Here you may request either feasibility or recruitment access. Feasibility access allows you to view and search aggregate data within ResearchMatch that may be helpful for designing a future study. Recruitment access requires you to submit information regarding your IRB-approved study (or IRB-exempt study) that you plan to recruit for through ResearchMatch which will be routed for review to your institution's ResearchMatch Liaison. Please note that requesting recruitment access automatically enables you to have feasibility access. To review your specific institution's instructions for ResearchMatch access, please click [here](#).

Are you requesting feasibility or recruitment study access?

Feasibility  
 Recruitment

[CANCEL](#) [NEXT](#)



# ResearchMatch Registration – Recruitment Access

- If you select recruitment access, specify if you are the PI or a proxy researcher.



[ researcher menu ]

[ ALREADY REGISTERED? [LOGIN](#) ] | [ABOUT](#) | [VOLUNTEERS](#) | [RESEARCHERS](#) | [NETWORK](#) | [CONTACT](#)

Welcome / [Researcher](#) / [Register Now](#)

1 YOUR INSTITUTION | 2 CONTACT | 3 STUDY TYPE | 4 STUDY INFO

### 3 Choose your preferred ResearchMatch access type.

Here you may request either feasibility or recruitment access. Feasibility access allows you to view and search aggregate data within ResearchMatch that may be helpful for designing a future study. Recruitment access requires you to submit information regarding your IRB-approved study (or IRB-exempt study) that you plan to recruit for through ResearchMatch which will be routed for review to your institution's ResearchMatch Liaison. Please note that requesting recruitment access automatically enables you to have feasibility access.

To review your specific institution's instructions for ResearchMatch access, please click [here](#).

Are you requesting feasibility or recruitment study access?

Feasibility  
 Recruitment

Please select the best option that describes how your name is listed on the IRB approval letter for this study:

I am the Principal Investigator or a Co-Principal Investigator  
 I am not the Principal Investigator or a Co-Principal Investigator (e.g. Sub Investigator, KSP, other)

[CANCEL](#) [NEXT](#)



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# ResearchMatch Registration – Recruitment Access

- If you are the proxy researcher – include the PI contact information.



[ researcher menu ]

[ ALREADY REGISTERED? LOGIN ] | ABOUT VOLUNTEERS RESEARCHERS NETWORK CONTACT

Welcome / Researcher / Register Now

1 YOUR INSTITUTION | 2 CONTACT | 3 STUDY TYPE | 4 STUDY INFO

**3 Choose your preferred ResearchMatch access type.**  
Here you may request either feasibility or recruitment access. Feasibility access allows you to view and search aggregate data within ResearchMatch that may be helpful for designing a future study. Recruitment access requires you to submit information regarding your IRB-approved study (or IRB-exempt study) that you plan to recruit for through ResearchMatch which will be routed for review to your institution's ResearchMatch Liaison. Please note that requesting recruitment access automatically enables you to have feasibility access. To review your specific institution's instructions for ResearchMatch access, please click [here](#).

Are you requesting feasibility or recruitment study access?

Feasibility  
 Recruitment

Please select the best option that describes how your name is listed on the IRB approval letter for this study:

I am the Principal Investigator or a Co-Principal Investigator  
 I am not the Principal Investigator or a Co-Principal Investigator (e.g. Sub Investigator, KSP, other)

Please enter the contact information for this study's Principal Investigator (PI) or one of the Co-Principal Investigators as it is listed on the IRB approval letter for this protocol. If you do not know this information, you may not be authorized to utilize ResearchMatch for this study.

PI First Name PI Last Name PI Phone

PI Email PI Email (confirm)



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# ResearchMatch Registration – Recruitment Access

- Add study information.
- Upload IRB approval letter if IRB other than OHSU IRB approved the study.



[ researcher menu ]

[ ALREADY REGISTERED? [LOGIN](#) ] | [ABOUT](#) | [VOLUNTEERS](#) | [RESEARCHERS](#) | [NETWORK](#) | [CONTACT](#)

Welcome / [Researcher](#) / [Register Now](#)

1 YOUR INSTITUTION | 2 CONTACT | 3 STUDY TYPE | 4 STUDY INFO

**4 Tell us about your study.**  
Please enter in information regarding the study that you wish to recruit for via ResearchMatch, including information regarding its IRB status and affiliation. This information will be routed for approval by your ResearchMatch Liaison upon completion or your study PI in the case you are entering information to recruit on their behalf. You will be notified via email on the outcome of your recruitment access request after it has been reviewed. Please note that you will have the opportunity to add additional studies or submit successful continuing review information via your researcher profile page.

**IRB #**  **IRB # (confirm)**

**Study Title** (as written on the IRB approval letter)

**Study Type** ([what is this?](#)):  
-- select a study type --

**Recruitment population of interest for this protocol?** ([what is this?](#))  
-- select a category --

**Can this protocol be categorized as rare disease research?** ([what is this?](#))  
-- select a category --

[Optional] Please describe which IRB at your institution reviewed this study ([what is this?](#))

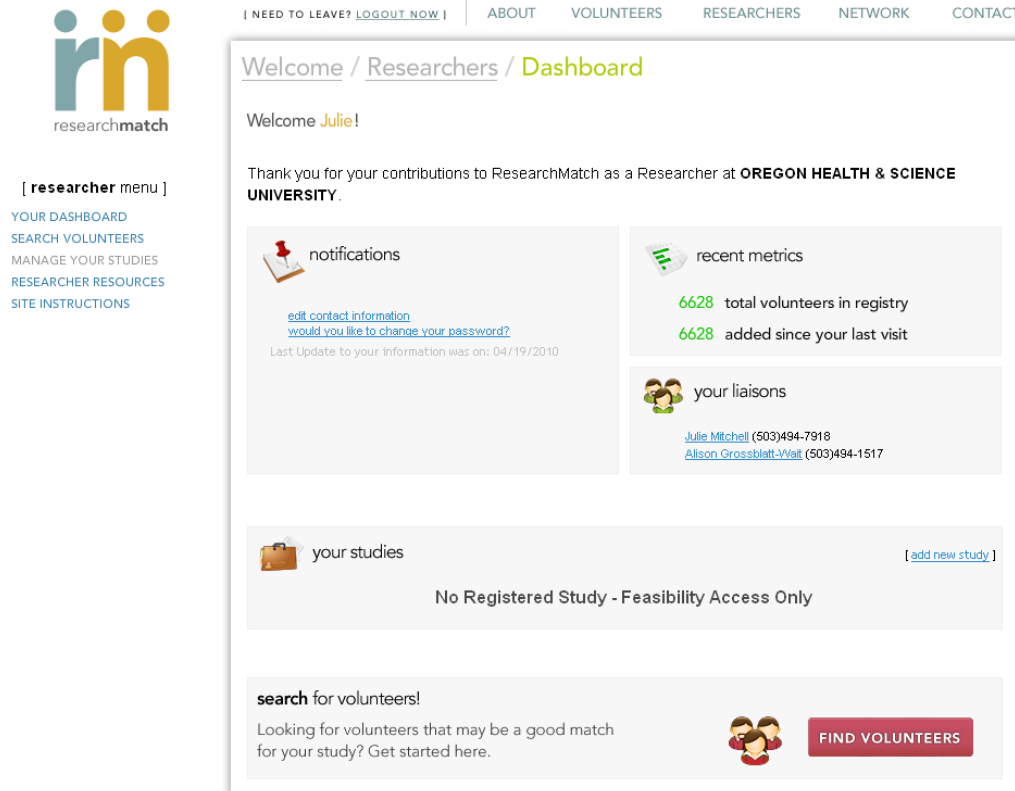
**Upload IRB Letter of Approval.** ([Requirements](#))



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# ResearchMatch Registration – Recruitment Access

- Upon completion of the registration process, you will be routed to your personalized Researcher Dashboard.



The screenshot displays the ResearchMatch Researcher Dashboard. At the top left is the ResearchMatch logo. A navigation menu on the left includes: [ researcher menu ], YOUR DASHBOARD, SEARCH VOLUNTEERS, MANAGE YOUR STUDIES, RESEARCHER RESOURCES, and SITE INSTRUCTIONS. The main content area features a breadcrumb trail: Welcome / Researchers / Dashboard. A welcome message reads: Welcome Julie! Below this, a thank-you note states: Thank you for your contributions to ResearchMatch as a Researcher at OREGON HEALTH & SCIENCE UNIVERSITY. The dashboard is divided into several sections: 1. 'notifications' with links for 'edit contact information' and 'would you like to change your password?', and a note: 'Last Update to your information was on: 04/19/2010'. 2. 'recent metrics' showing '6628 total volunteers in registry' and '6628 added since your last visit'. 3. 'your liaisons' listing Julie Mitchell (503)494-7918 and Alison Grossblatt-Wait (503)494-1517. 4. 'your studies' with an 'add new study' link and the text 'No Registered Study - Feasibility Access Only'. 5. 'search for volunteers!' with the text 'Looking for volunteers that may be a good match for your study? Get started here.' and a 'FIND VOLUNTEERS' button.



# Post Registration Process

- If you are the **PI** of the study, your request is immediately routed for review.
- If you are a **proxy researcher**, your request is first routed to the PI listed during registration.
  - **TIP:** Forewarn the PI that they will need to act upon the email that they receive.
  - The PI must approve your access request before it is routed for review.
  - If your PI ignores or misses the request, contact OCTRI Informatics Research Support ([octrihelp@ohsu.edu](mailto:octrihelp@ohsu.edu)) to resend this request to the PI.



# Post Registration Process

- You will receive an automatic email that your study is pending review.
- You will be notified by email:
  - If your request is **approved**, you **MUST accept** this access through the confirmation email.
  - If your request is **denied**, you can resubmit/edit your original submission by accessing your denied study through the Researcher Dashboard.



# PI Verification Email Sample

## ResearchMatch: Jane Doe - ResearchMatch access for study #321: PI Verification Required Inbox | X

☆ [do-not-reply@researchmatch.org](mailto:do-not-reply@researchmatch.org) to me [show details](#) 11:37 AM (13 minutes ago) [Reply](#)

You are receiving this message as the below individual has registered the following study in ResearchMatch.org and has listed you as the Principal Investigator (PI). ResearchMatch.org has been designed to allow any recruitment personnel (i.e. Key Study Personnel, recruitment core staff) independent of the PI to register on the site in order to recruit for study volunteers.

Before your site's Institutional Liaison can review this request, PI authorization for this individual to recruit for your study is required. Please review the following information submitted by this individual and verify whether or not they have your approval to recruit for this study.

### Access Requested

Name: Jane Doe  
Department: Pediatrics  
Title: Test Professor  
Email: [kirstin.woody-scott@vanderbilt.edu](mailto:kirstin.woody-scott@vanderbilt.edu)  
Phone: (326)562-0325  
Study Title (IRB #): Test Study Title here and here. Test Study Title here and here. Test Study Title here and here. Test Study Title here and here. Test Study Title here and here. (IRB#321)  
Description: test  
Study Type: Bench/Basic Science

If you authorize this individual to have access, please select the Authorize button below. This will automatically route this individual's request for approval to your site's Institutional Liaison.

If you do not authorize this individual to have access, please select Deny. This will notify the individual that the PI listed for the study has denied their access request.

[Authorize Access](#) or [Deny Access](#)

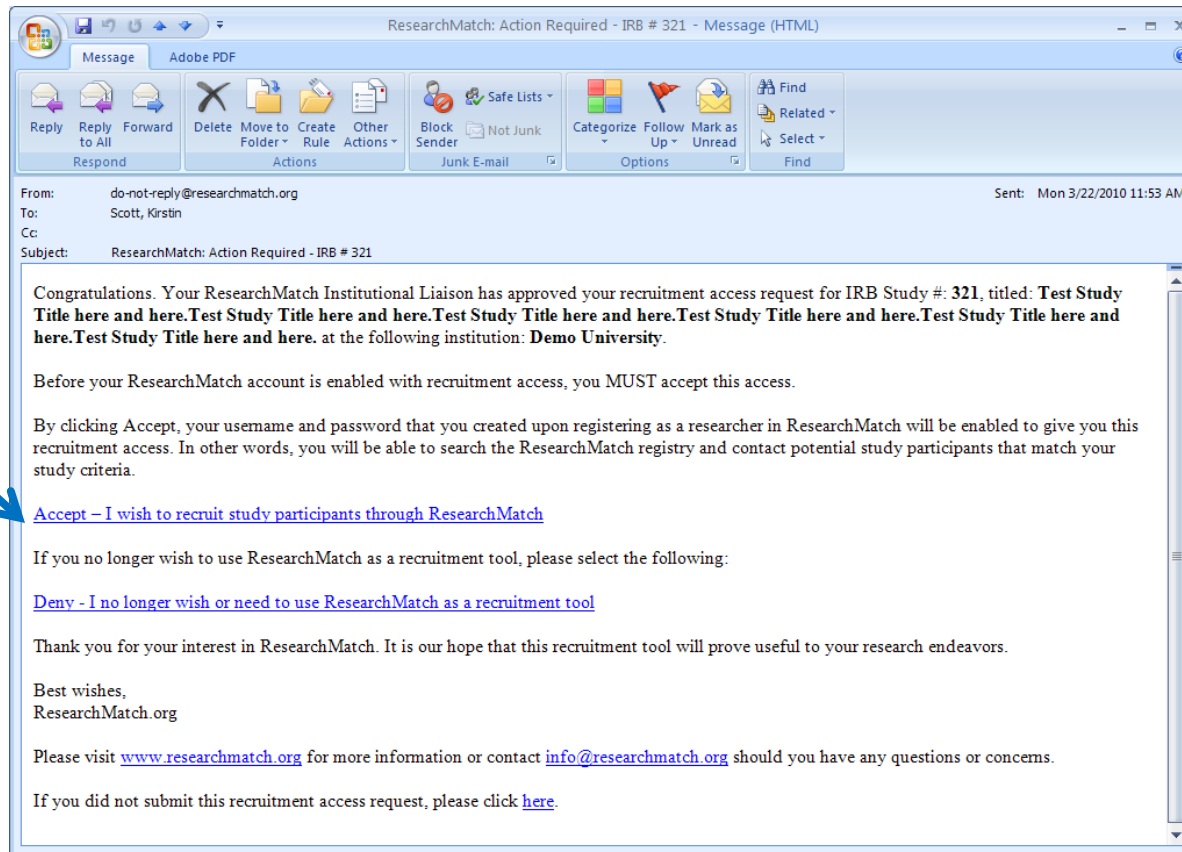
Thank you,  
ResearchMatch.org



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# Liaison Confirmation Email Sample

- You must act upon this message before your username and password are enabled with recruitment access privileges.



# Recruitment Access Process

- Search for ResearchMatch Volunteers that may be a good match for your study.

researchmatch

[ researcher menu ]

YOUR DASHBOARD  
SEARCH VOLUNTEERS  
MANAGE YOUR STUDIES  
345t  
667  
688u  
h667  
780987

RESEARCHER RESOURCES  
SITE INSTRUCTIONS

welcome **Jonni!**

Thank you for your contributions to ResearchMatch as a Researcher at **DEMO UNIVERSITY**.

**notifications**

- Your study (780987) requires liaison attention.
- [edit contact information](#)
- [would you like to change your password?](#)

Last Update to your information was on: 03/08/2010

**recent metrics**

- 2125 total volunteers in registry
- 0 added since your last visit

**your liaisons**

- [Terri Edwards](#) (615)322-2918
- [Chad Lightner](#) (615)343-3715
- [Nik NikHassan](#) (615)343-3715
- [Jane Doe](#) (615)343-3715

**your studies** [ [add new study](#) ]

IRB #	# of searches applied	# of volunteers contacted	Status	Expiration
<a href="#">345t</a>	150	115	Confirmed	03/14/2012 [ <a href="#">extend access</a> ]
667	26	6	Continuing Review Evidence	01/01/2012
688u	3	0	Continuing Review Evidence	01/01/2011
h667	0	0	Pending self validation	12/30/2010
780987	0	0	Pending liaison approval	N/A

**search for volunteers!**

Looking for volunteers that may be a good match for your study? Get started here.

[FIND VOLUNTEERS](#)



# Recruitment Access Process

- Follow Search Builder Instructions.



[researcher menu]

- YOUR DASHBOARD
- SEARCH VOLUNTEERS
- MANAGE YOUR STUDIES
  - 345t
  - 667
  - 688u
  - h667
  - 780987
- RESEARCHER RESOURCES
- SITE INSTRUCTIONS

[ NEED TO LEAVE? [LOGOUT NOW](#) ] | [ABOUT](#) | [VOLUNTEERS](#) | [RESEARCHERS](#) | [NETWORK](#) | [CONTACT](#)

Welcome / [Researchers](#) / [Search Volunteers](#)

The Search Builder will allow you to use multiple filtering criteria to select a cohort of ResearchMatch volunteers suitable for your study. If conducting a recruitment search, Steps #7-9 will require language approved by your local IRB for use in ResearchMatch to contact participants (see [details](#)). ([see sample message](#)).

1 STUDY TYPE | 2 LOCATION | 3 DEMOGRAPHICS | 4 CONDITIONS | 5 MEDICATIONS | 6 FINISH SEARCH

## 1 Choose your study.

Select an option below to specify intention for this search, then use button at bottom of page to continue to next section. If you just need aggregate counts for the ResearchMatch population, choose feasibility. If you are ready to recruit and wish to contact individuals, choose Recruitment.

### Select a search type:

- Feasibility
- Recruitment (1 Studies)

### Select your IRB Approved Study:

- IRB # 345t

### cohort selection

SEARCH DETAILS

1064 [ No Study selected for this search, please [select](#). ]

FINISHED? MOVE TO NEXT SECTION




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# Recruitment Access Process

- Select which volunteers you wish to contact from the list of potential matches.
- Matches are 'anonymous' until volunteers authorize release of their contact information for the study.



[researcher menu]

YOUR DASHBOARD  
SEARCH VOLUNTEERS  
MANAGE YOUR STUDIES  
345t  
667  
688u  
h667  
780987  
RESEARCHER RESOURCES  
SITE INSTRUCTIONS

The Search Builder will allow you to use multiple filtering criteria to select a cohort of ResearchMatch volunteers suitable for your study. If conducting a recruitment search, Steps #7-9 will require language approved by your local IRB for use in ResearchMatch to contact participants (see [details](#)). (see [sample message](#)).

1 STUDY TYPE | 2 LOCATION | 3 DEMOGRAPHICS | 4 CONDITIONS | 5 MEDICATIONS | 6 FINISH SEARCH

6 Finish your search. [\[ view current query \]](#)

Select volunteers to contact. Below you may view additional information regarding the ResearchMatch Volunteers that appear to be a good match with your study based on the criteria that you entered. If you wish to change any of these criteria, please select the "View Current Query" link.

Step 1. Please select (or deselect) the volunteers that you wish to contact with your initial recruitment message.

Step 2. Select "Contact Volunteers" to proceed with entering in your IRB-approved study recruitment announcement that will be routed from ResearchMatch to the volunteers you select below.

We've found 7 results based on your search.

[View aggregate data](#)

<input checked="" type="checkbox"/>	state	age	bmi	race	gender	distance*	details
<input checked="" type="checkbox"/>	AL	90	41	Asian	Female	-- mi.	<a href="#">details</a>
<input checked="" type="checkbox"/>	FL	90	27	White	Female	-- mi.	<a href="#">details</a>
<input checked="" type="checkbox"/>	FL	110	507	American Indian or Alaska Native	Male	-- mi.	<a href="#">details</a>
<input checked="" type="checkbox"/>	IL	81	27	White	Male	-- mi.	<a href="#">details</a>
<input checked="" type="checkbox"/>	MS	109	21	American Indian or Alaska Native	Female	-- mi.	<a href="#">details</a>
<input checked="" type="checkbox"/>	TN	99	4	Asian	Male	-- mi.	<a href="#">details</a>
<input checked="" type="checkbox"/>	WA	82	32	White	Female	-- mi.	<a href="#">details</a>

[CONTACT VOLUNTEERS](#)



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+ TRANSLATIONAL  
RESEARCH INSTITUTE

OCTRI

# Recruitment Access Process

- Copy IRB -approved recruitment email text into ResearchMatch recruitment email.
- ResearchMatch automatically enters your institution name, city and state.

The Search Builder will allow you to use multiple filtering criteria to select a cohort of ResearchMatch volunteers suitable for your study. If conducting a recruitment search, Steps #7-9 will require language approved by your local IRB for use in ResearchMatch to contact participants. (see details) (see sample message)

**email preview**

This window contains the contents of the email that you will be sending out to your selected volunteers. Please proofread and confirm the information you are sending is valid and correct. If you need to make changes, simply click on **'close preview'**. If you want to submit this email message, click on **'contact volunteers'**.

researchmatch

A research team with Demo University in Canton, OH, believes you might be good match for the following study:

[ message to volunteer goes here ]

If you are interested in this study and having the research team contact you directly, please select the "Yes, I'm interested" link below. By clicking the "Yes, I'm interested" link, your contact information will be released to the research team. If you select the "No, thanks." link or do not respond to this study

[CLOSE PREVIEW](#)

Path: p

9 Certify and Preview.

I certify that I am entering IRB approved recruitment language for this protocol.

I certify that I have excluded direct study contact information (email & phone number) within this announcement. [Why?](#)

[PREVIEW EMAIL MESSAGE](#)





# Recruitment Access Process

- ResearchMatch Volunteers will respond “Yes”, “No” or not respond to study announcement.
- “Yes” responses are made visible to the researcher.
- Continue with screening, consent, and enrollment processes.

The screenshot displays the ResearchMatch interface for a researcher managing a study. The top navigation bar includes links for 'NEED TO LEAVE? LOGOUT NOW', 'ABOUT', 'VOLUNTEERS', 'RESEARCHERS', 'NETWORK', and 'CONTACT'. The main heading is 'Welcome / Researchers / Manage Study - 345t'.

**study detail**

(IRB# 345t) **Test**  
 ResearchMatch Expiration: 03/14/2012  
 IRB Approval Letter: [view](#)  
 Role: Proxy  
 PI: Jefferson, Thomas  
 Other Users: [see users](#)

[Remove self from study 1](#)

**volunteer acceptance**  
 [ responses from contacted volunteers for this study ]  
 TOTAL CONTACTED: 115

**enrollment continuum**

5 volunteers have agreed to be contacted.

Legend: [ denotes case where guardian registered on behalf of another. ]

	NO ACTION	DID NOT CONTACT	CONTACTED & WAITING	DID NOT RESPOND	IN CONSENT PROCESS	NOT ELIGIBLE	ENROLLED	ENROLLED NOT COMPLETE	ENROLLED/COMPLETED
<input type="checkbox"/> Beary, Teddy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> hkhkhj, k,jhkhkhj	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> test, test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> tset, test	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> tset, test	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[export contact\(s\) information](#)



# Recruitment Access Process

- Track and manage enrollment of ResearchMatch Volunteers
- Export option available for contact information and enrollment status

[ NEED TO LEAVE? [LOGOUT NOW](#) ] | [ABOUT](#) | [VOLUNTEERS](#) | [RESEARCHERS](#) | [NETWORK](#) | [CONTACT](#)

Welcome / [Researchers](#) / **Manage Study - 345t**

**study detail**

**(IRB# 345t) Test**  
ResearchMatch Expiration: 03/14/2012  
IRB Approval Letter: [view](#)  
Role: Proxy  
PI: Jefferson, Thomas  
Other Users: [see users](#)

[ Remove self from study ]

**volunteer acceptance**  
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**enrollment continuum**  
[ denotes case where guardian registered on behalf of another. ]

5 volunteers have agreed to be contacted.

	NO ACTION	DID NOT CONTACT	CONTACTED & WAITING	DID NOT RESPOND	IN CONSENT PROCESS	NOT ELIGIBLE	ENROLLED	ENROLLED/NOT COMPLETE	ENROLLED/COMPLETED
<input type="checkbox"/> Beary, Teddy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> hklhkljh, kjhklhklj	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> test, test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> tset, test	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> tset, test	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[ [export contact\(s\) information](#) ] ?

# OCTRI ResearchMatch Researcher Website

- [www.octri.org/researchmatch](http://www.octri.org/researchmatch)
- Instructions and Frequently Asked Questions
- Contacts
- Template recruitment email
- Fliers to assist with ResearchMatch volunteer recruitment



# Questions?

- OHSU Contacts

- General ResearchMatch processes: Darlene Kitterman
- ResearchMatch access: Julie Mitchell
- Website: [www.octri.org/researchmatch](http://www.octri.org/researchmatch)
- Email: OCTRI Informatics Research Support, [octrihelp@OHSU.edu](mailto:octrihelp@OHSU.edu)

- ResearchMatch Contacts

- Website: [www.researchmatch.org](http://www.researchmatch.org)
- Email: [info@researchmatch.org](mailto:info@researchmatch.org)

