



Steps for getting started in Research: A guide for students

1. Find a mentor/project. Dr. Donohue (sed03@uic.edu), Director of Research Services, can assist you in finding a mentor for a research project. Please note that your dream project may not always be available, and for areas of high demand, there may be waiting lists. If you want to apply to any of the COM-sponsored research projects like the Craig Fellowship (<https://peoria.medicine.uic.edu/research/craig-fellowship/>) or James Scholar Program (<https://peoria.medicine.uic.edu/research/james-scholar/>), please try to arrange a project well in advance of the application deadlines.
2. Discuss your involvement in this project with your mentor, and have both parties sign the [Student/Mentor Research Contract](#). You and your mentor may electronically sign, or you may choose to print it and sign. Email the signed document to ResearchServicesDept@uic.edu or bring it to Wendy Bucklin in A107K (from main lobby, go to first floor, then right through double doors – go to end of main hallway, enter A107 area, then left at first door in the A107 area).
3. Complete the checklist applicable to your chosen type of research:
 - a. Bench Science Research – Page 2
 - b. Clinical Science Research at OSF – Page 3
 - c. Clinical Science Research at Unity Point – Page 4
 - d. Other Research NOT at OSF or Unity Point – Page 5
4. Once you receive email notification from Research Services that you are approved, you may begin your research!

Bench Science Research

- Lab Safety Training. Contact Erika Sung, esung@uic.edu for access.

- Animal Training (if you will be working with animals). Contact Dr. David Pinson, dpinson@uic.edu for access.

- [if you will be working with samples from human subjects]*

CITI Training: Be sure to choose “College of Medicine in Peoria” as your institution.
<https://peoria.medicine.uic.edu/research/institutional-review-board/citi-training/>. CITI courses:

- Biomedical Human Subjects Course (UICOM-P options) or Human Subject Research (HSR) Course (OSF option)
 - Conflict of Interest
 - Good Clinical Practice (ICH Focus) (GCP) This is required only if the research you are working on is NIH funded and/or is part of a clinical trial. Check with your PI on this.
 - Responsible Conduct of Research (RCR)
 - For questions about the CITI training, please contact Deb Wolf (debwolf@uic.edu).
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- [If you will be working with data that has identifiers on it (HIPAA information like MRNs, names, phone numbers, etc)]:*

Your mentor must add you to an IRB protocol. If you mentor has questions:
ResearchServicesDept@uic.edu.

Clinical Science Research at OSF

- CITI Training: Be sure to choose “College of Medicine in Peoria” as your institution. <https://peoria.medicine.uic.edu/research/institutional-review-board/citi-training/>. CITI courses:
 - Biomedical, Social & Behavioral Basic Human Subjects Course (UICOM-P options) or Human Subject Research (HSR) Course (OSF option)
 - Conflict of Interest
 - Good Clinical Practice (ICH Focus) (GCP) This is required only if the research you are working on is NIH funded and/or is part of a clinical trial. Check with your PI on this.
 - Responsible Conduct of Research (RCR)
 - For questions about the CITI training, please contact Deb Wolf (debwolf@uic.edu).

- EPIC access. If you need OSF EPIC access, contact Amanda Franklin, aerwin@uic.edu.

- [If you will be working with data that has identifiers on it (HIPAA information like MRNs, names, phone numbers, etc)]*:

Your mentor must add you to an IRB protocol. If you mentor has questions: ResearchServicesDept@uic.edu.

Clinical Science Research at Unity Point

- CITI Training: Be sure to choose “College of Medicine in Peoria” as your institution. <https://peoria.medicine.uic.edu/research/institutional-review-board/citi-training/>. CITI courses:
 - Biomedical, Social & Behavioral Basic Human Subjects Course (UICOM-P options)
 - Conflict of Interest
 - Good Clinical Practice (ICH Focus) (GCP) This is required only if the research you are working on is NIH funded and/or is part of a clinical trial. Check with your PI on this.
 - Responsible Conduct of Research (RCR)
 - For questions about the CITI training, please contact Deb Wolf (debwolf@uic.edu).

- EPIC access. If you need Unity Point EPIC access, contact Amanda Franklin, aerwin@uic.edu.

- [If you will be working with data that has identifiers on it (HIPAA information like MRNs, names, phone numbers, etc)]:*

Your mentor must add you to an IRB protocol. If you mentor has questions: ResearchServicesDept@uic.edu.

Other Research NOT at OSF or Unity Point

- CITI Training: Be sure to choose “College of Medicine in Peoria” as your institution. <https://peoria.medicine.uic.edu/research/institutional-review-board/citi-training/>. CITI courses:
 - Biomedical, Social & Behavioral Basic Human Subjects Course (UICOM-P options)
 - Conflict of Interest
 - Good Clinical Practice (ICH Focus) (GCP) This is required only if the research you are working on is NIH funded and/or is part of a clinical trial. Check with your PI on this.
 - Responsible Conduct of Research (RCR)
 - For questions about the CITI training, please contact Deb Wolf (debwolf@uic.edu).

- [If you will be working with data that has identifiers on it (HIPAA information like MRNs, names, phone numbers, etc)]:*

Your mentor must add you to an IRB protocol. If you mentor has questions: ResearchServicesDept@uic.edu.