

LSU HEALTH COORDINATOR COMPETENCIES



PATIENT SCREENING
AND RECRUITMENT

Recruitment Methods and Regulations

Objectives

- Discuss LSU Health New Orleans approved methods for recruitment.
- Recognize the process for obtaining IRB approval for recruitment plans and materials.

Acceptable Methods of Recruitment

Acceptable methods for recruitment include but are not limited to:

- Advertisements and media;
- Random digit dialing;
- IRB-approved database of potential participants;
- Giving Providers an IRB-approved letter to share;
- Sending an IRB-approved letter to providers asking for referrals; or,
- Approaching the investigator's own patients, students, or employees in a way that does not unduly influence or mislead the potential participant.

Advertisements & Media

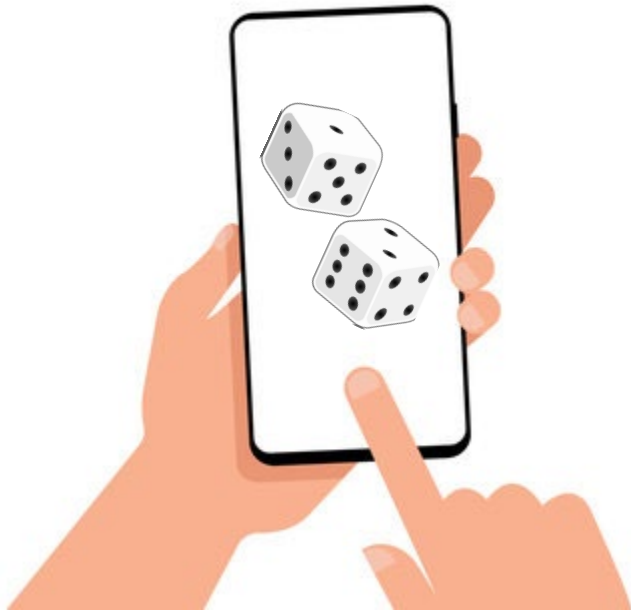
Advertisements include flyers, billboards, social media ads, and TV spotlights and must be IRB-approved and reviewed by Media Relations. The following information must be included in the ad:

- The name of the investigator
- Contact person name and phone number
- Name of the performance site
- A statement that this is research
- The purpose of the research
- The eligibility criteria
- The time-frame required for participation
- A short list of benefits

**UMC does not allow flyers on their campus.*



Random Digit Dialing



RDD is a method for selecting people for involvement in telephone statistical surveys by generating telephone numbers at random. A script must be IRB-approved for RDD and should include:

- The name of the caller
- The name of the investigator
- The name of the performance site
- A statement that this is research
- The purpose of the research
- The eligibility criteria
- The time-frame required for participation
- A short list of benefits

Letters



"I'm going to refer you to a very good surgeon I know... Mr. Hyde."

A letter can be sent to a Provider asking for referrals or a letter can be sent to a Provider for them to share with their patients. The letter must be IRB-approved and include the following:

- The name of the investigator
- The name and phone number of the contact person for the study
- The name of the performance site
- A statement that this is research
- The purpose of the research
- The eligibility criteria
- Instructions on how to refer subjects to the study

Approaching Investigator's Own Patients, Students, or Employees

An investigator can approach their own patients, students, or employees for enrollment. A script for the recruitment discussion must be IRB-approved and include the following:



- The name of the investigator
- The name of the performance site
- A statement that this is research
- The purpose of the research
- The eligibility criteria
- The time-frame required for participation
- A short list of benefits
- A statement that deciding not to participate will not impact care, grades, employment, etc.

IRB Review of Recruitment Methods

- Each protocol submitted must explain how subjects will be identified and recruited for the study.
- The recruitment method(s) should respect an individual's reasonable expectation of privacy and should be done so as to avoid coercion or harassment of subjects.
- General considerations include who makes the request, how the request is made and when it is made.
- The number of attempts to contact the prospective subject should be limited (typically no more than three attempts) and inducements to enroll should not be excessive.
- Copies of all public-facing documents (i.e., flyers, ads, scripts, letters) need to be IRB-approved prior to use.

LSU Health Coordinator Competencies

- ✓ Onboarding
- ✓ Ethical Standards
- ✓ Protocol Compliance
- ✓ Informed Consent
- ✓ Patient Screening & Recruitment
- Management of Patients
- Documentation & Document Management
- Data Management & Information Technology
- Financial Stewardship
- Leadership & Professional Development