UTRGV Resident Research Guide

Key Principle: No matter the residency program and site, the approvals process ALWAYS begins with the UTRGV IRB. For all research questions & concerns, please contact UTRGV offices first, as listed below:

UTRGV Research Offices:
UTRGV IRB- Office of Research Compliance; irb@utrgv.edu; (956) 665-3598
UTRGV SOM Office of ADR (Research) - research-som@utrgv.edu; (956)-296-1926
UTRGV Associate Dean for Clinical & Translational Research – angela.cook@utrgv.edu
Biostatistical & Research Design consulting requests - Dept. of Population Health & Biostatistics (includes Spanish translation)
UTRGV School of Medicine Library – somlibrary@utrgv.edu ; Lit search consults, doc delivery, free poster printing

Clinical affiliated partners:
DHR IRB – contact AFTER initiating process with UTRGV IRB (see below); Amber Ibarrra; amb.ibarra@dhr-rgv.com (956) 362-2379; or Iris Gonzalez; iri.gonzalez@dhr-rgv.com
MMC – Ruby Bautista; ruby.bautista@uhsrgv.com
VBMC - Jennifer Bartnesky; Jennifer.bartnesky@valleybaptist.net; Johnnie Hahs; Johnnie.Hahs@valleybaptist.net
Knapp – Ginger Robles; GRobles2@primehealthcare.com

UTRGV Resources:
IRB Templates and Forms
REDCap – HIPAA-compliant research data management tool (surveys, forms); login with UTRGV credentials
UTRGV Translation & Interpreting Office (T&iO) – Spanish translation research support services
Resident Funding Opportunities & Travel Awards

Common Resident Research Categories – Step by step

Non-Regulated Research - *One administrative form step, NOT full application submission; CITI training and COI reporting are not required.*

1. **Case Reports**
   a. Submit the 'Request for Determination – Non-Regulated Research' form to the UTRGV IRB via email
   b. Office of Research Compliance returns 'determination of non-regulated research' letter within 3-7 business days or upon completion of required items.
   c. A statement should be included in presentations: *The UTRGV IRB has determined this case report as "not research".*

2. **Quality Improvement**
   a. Same process as above, however, clinical site approval is likely necessary since QI often involves affiliated clinical site staff and resources
   b. Present your UTRGV 'determination of non-regulated research' letter to the site, along with other documentation they request (abstract, project overview, etc.)

Human subjects research (HSR) – *For all HSR projects submit a full application to UTRGV IRB via Tick@Lab. UTRGV will serve as the IRB of Record. Contact the Office of Research Compliance at IRB@utrgv.edu for guidance on submission requirements or technical assistance.*