

Administrative Process for Pharmacy Residents Engaged in Research

Effective July 1, 2016

Scope

This document describes the roles and processes for pharmacy residents at the College of Pharmacy and/or the OSU Wexner Medical Center who are engaged in conducting human subjects research or seeking extramural funding.

Guidelines and Procedures

- PI status is automatically given to tenure-, clinical- and research-track faculty; others may request PI status as outlined in the Office of Research policy.
<http://research.osu.edu/researchers/policies/pistatus/>
- Associated faculty or OSUWMC Department of Pharmacy staff may request PI status, as per the above-referenced policy. Associated faculty may initiate a request by contacting the College of Pharmacy Research Dean (Cynthia Carnes, carnes.4@osu.edu). Department of Pharmacy staff should contact Robert Weber, the Senior Director of Pharmacy Services at OSUWMC, who will forward a request to the Research Dean with a copy to Jeanne Green (green.516@osu.edu), the College of Pharmacy Research Administrative Manager.
- Residents may submit funding proposals (e.g. to APhA as a co-PI), but must have a faculty member with PI status as a PI. In some cases, members of the OSUWMC Department of Pharmacy have been granted PI status, and thus, may serve as a co-PI on a resident proposal.
- The PI on a research proposal should: make sure that the appropriate processes are in place to follow the [OSU Research Data Policy](#), [Institutional Data Policy](#), grant management policies, and all other relevant policies related to oversight of a research project; and must serve as the PI on any Human Subjects Research protocol. They serve as the data steward for any research data as outlined in the Research Data Policy.
- A resident wishing to obtain one time co-PI status for a grant submission may do so by submitting a request to Dr. Carnes explaining the reason (grant title, funding agency, anticipated duration of the award) and the letter should list the responsible PI supervising the resident. The supervising PI of the project should also sign the letter of request. This letter of request should be submitted to Dr. Carnes with a copy to Jeanne Green (green.516@osu.edu), the College of Pharmacy Research Administrative Manager.
- Any questions may be addressed to either Jeanne Green or Dr. Carnes.

