Ohio University
Heritage College of Osteopathic Medicine
Office of Research and Grants

Research Activity Process

1. **Start planning early!**

2. **What type of research would you like to do?**
   - Types: Basic Science, Clinical, Translational, Social Behavioral
   - Fields: Diabetes, Musculoskeletal, Primary Care, Aging, Infectious Disease, etc.

3. **Finding a research mentor**
   - Heritage College, Ohio University faculty members, or clinical site preceptors, if their expertise aligns with your field of interest
   - Heritage College Department Chairs and Directors of Centers or Institutes
   - Fellow Students

4. **Complete Trainings**
   - Students are **required** to complete 5 CITI Trainings ([https://about.citiprogram.org/en/homepage/](https://about.citiprogram.org/en/homepage/))
   - Human Subjects Research (HSR) or Animal Care and Use (ACU) training (required for IRB or IACUC submission)
   - Responsible Conduct of Research (RCR) training
   - Conflict of Interest (COI) training
   - Good Clinical Practice (GCP) course
   - Faculty, Administrators and Students Information Privacy & Security (IPS)

5. **Obtaining Approvals**
   - **Plan ahead!** Sometimes the approval process can be tricky and take a lot of time.
• Students are **required** to obtain approvals from **both** the research site and Ohio University

• IRB/IACUC  
  ([https://www.ohio.edu/research/compliance/](https://www.ohio.edu/research/compliance/) or **compliance@ohio.edu**)

• Ohio University IRB Deferral Process  

• Agreements with Collaborating Institutions  
  ([https://www.ohio.edu/research/compliance/Authorization-Agreements.cfm](https://www.ohio.edu/research/compliance/Authorization-Agreements.cfm))

6. **Register all research activity (except OCOM 8941 case study)**  
with the Office of Research and Grants

   • [https://app.smartsheet.com/b/form/e58c1ec83efc4e5c99349e05cb220eed](https://app.smartsheet.com/b/form/e58c1ec83efc4e5c99349e05cb220eed)

   • Required by the Osteopathic Medical Student Research and Scholarly Activity Policy #7.11 (approved October, 2018)

7. **Conduct Research Activity**

8. **Complete and Report Deliverables**

   • Medical students are expected to inform the Heritage College Office of Research and Grants of all publications, external research presentations, external funding and awards associated with student research activities.

   • Accomplishments should be submitted to [https://app.smartsheet.com/b/form/9adb606002c4400c81ce8cc2848f880b](https://app.smartsheet.com/b/form/9adb606002c4400c81ce8cc2848f880b)