

Appendix 2

GUIDANCE FOR COMMUNITY PARTNERS

HOW TO COMPLETE COMMUNITY PARTNER RESEARCH ETHICS TRAINING & CERTIFICATION

Dear Community Partner,

Before completing this training, it is IMPORTANT that you have talked with the lead researcher/principal investigator (PI) of the research study you will be involved in.

As a community partner involved in research, it is IMPORTANT to complete research ethics training. The following is the training being used at the University of Pittsburgh and has been approved as our community partner research ethics training to receive **Community Partner Research Ethics Certification**.

By completing this training ensures that you have a good understanding of the following research topics:

- Introduction to Research & the Purpose of Research
- History of Research & the Development of Research Ethics Principles
- IRB & Federal regulations for Research and Protection of Human Subjects
- Definitions and Rules of Research Conduct
- How to Apply Various Aspects of Research Ethics and Conduct when Working with Human Subjects
- A clear Understanding of Your Role and Expectations Associated with the Research Being conducted

Remember, never hesitate to ASK QUESTIONS, SHARE ANY CONCERNS and ACKNOWLEDGE your role as a community research partner and expert.

It is IMPORTANT to keep in mind that this training protects the people participating in research (human subjects) and protects you in your involvement in research. Your knowledge and understanding of research is essential to the protection of participants and the success of the research study.

We HIGHLY encourage you throughout this training and after receiving your certification to always communicate and ask your lead researcher and other research staff questions you may have. It is critical to understand how the details of the research study you are involved in apply to the research topics covered in this community partner research ethics training.

Once you receive your **Community Partner Research Ethics Certification** it is best to keep a hard copy for your records and your lead researcher will also keep a copy for his/her records.