Memo-to-File: from the EQuIP Office

What is EQuIP?
The Educational and Quality Improvement Program’s mission is to improve policies and practices in clinical research as to ensure on-going protection of human subjects, and to promote good clinical practices regarding research conduct and documentation. On way EQuIP provides support and education to the Boston Children’s Hospital research community is by offering the services described below.

How can EQuIP can help you?

☐ Study Pre-Review and Prep
   At any time prior to initiating a study, upon request the EQuIP office will review any study start-up materials and will work with the PI/staff to identify the regulations and policies applicable to the study. When possible, the EQuIP office will provide educational materials/references, support and study tools.

☐ Talks and Presentations
   Upon request, the EQuIP staff is available to present various topics about research compliance and good clinical practices (e.g. informed consent, study documentation, source documents).

☐ Study Reviews
   A confidential, full or partial review of on-going studies to ensure compliance with applicable regulations and policies and to evaluate study conduct, organization, record-keeping and documentation. EQuIP office aims to help investigators implement tools and strategies to improve identified problem areas. Reviews may be voluntarily requested by PI/staff (e.g. to ensure compliance, during staff changes, to prepare for an external audit).

☐ Visit the EQuIP website for more information and resources. www.childrenshospital.org/research/equip

☐ If you have any questions or would like to request any services, please call Susie Corl or Eunice Newbert at EQuIP office at ext. 5-5308 or 617-355-5308