V. PI and Research Community Open Communication

**Purpose**

The purpose of the PI Open Communication policy is to outline the process of encouraging PIs and the BCH research community to communicate concerns, opinions, ideas and suggestions regarding research and human subject protections.

**Responsibility**

Quality Improvement Specialist

Manager, EQuIP

Director, Clinical Research Compliance

**Procedure**

* 1. General Program Awareness: All EQuIP activities and program procedures that involve the research community emphasizes the importance of feedback from investigators and their research staff. EQuIP staff strongly encourages investigator feedback through many efforts, including the following:
		+ - * EQuIP, separate from IRB: the EQuIP office was created as a separate entity from the IRB as one means to ensure investigators and research staff feel comfortable to freely express their concerns and feedback regarding the research process.
				* Open Communication: the EQuIP office continually encourages open communication with investigators as a means to understand their concerns and needs regarding research.

 The EQuIP office will maintain a general list of concerns and suggestions, which will be continually assessed to determine what needs BCH as an institution can address and what improvements can be made. If any issues or concerns can be addressed immediately, the EQuIP office will attempt to do so.

* + - * + BCH Policy: Children’s Hospital has communicated to all investigators that any IRB-related concerns or problems may be communicated to the EQuIP office.
	1. Feedback Forms/PI Response Forms: When a research study is reviewed and final reports sent, all departments and services reviewed are required to respond using a provided response format. At the end of each response form, there is a section for PI comments about the review and research as a whole.
	2. Feedback Surveys: the EQuIP office regularly sends out feedback surveys to the research community who may submit anonymous responses. (Reference **IRB Satisfaction Survey**)

References

* IRB Satisfaction Survey