

OSU's ResearchMatch Best Practices for Researchers

- 📌 If you are part of a research team and have not already done so, you should set up a researcher account. www.researchmatch.org/researchers/
- 📌 If you are a human being, living in the United States, might I suggest that you should be a registered volunteer on ResearchMatch? www.researchmatch.org
- 📌 As part of a research team, you should know who your institutional liaison is and feel free to contact her/him at any time. At OSU it is Tiffany.Bernard@osumc.edu
- 📌 Every initial submission to IRB should include adding the use of ResearchMatch to the list of recruitment strategies. See <http://ccts.osu.edu/research-support-services/recruitment-and-retention/research-match-procedures> for helpful guidance and necessary documents for this process or contact one of your liaisons.
- 📌 **PLEASE let us help you write the recruitment message** that will be sent to potential volunteers in ResearchMatch **before** you submit it to the IRB. We can help you adhere to character and other limitations set by ResearchMatch and make sure that the recipient clearly understands enough about your study so they can respond appropriately.
- 📌 We would like to **help you do your first search and contact** of participants once you have approval to use ResearchMatch as a recruitment tool. There are some helpful hints we can provide to make sure that your search is most successful. Some of these tips have to do with defining your demographics and with whether or not you should actually indicate "healthy volunteer" when that is what you are searching. It means something different in the RM world.
- 📌 If not included on an initial submission, ResearchMatch should be added as a recruitment strategy as soon as possible in an amendment submission.
- 📌 Only send invitations through ResearchMatch when you are really ready to begin the recruitment and consent process. A person who responds "yes" to your message should expect you to contact them within 24-48 hours.
- 📌 If you choose to email those "yes" respondents to tell them about your study and to share your contact information, please make sure that **if you do that as a group** that you put them in the **blind carbon copy (bcc) line** of the email.
- 📌 Only send to the number of people at each search to whom you can provide the best customer service response time and follow-up.
- 📌 If you have a newsletter that goes out to participants, staff, the public, the institutional liaison would be pleased to provide a short information piece about ResearchMatch for your audience.

 If you have an upcoming staff meeting that is looking for a 5 minute to 50 minute presentation, the ResearchMatch liaison would be happy to share information with your team.

 In order to increase the registry and its value to you as a user, your help is appreciated in spreading the awareness of ResearchMatch and the importance of research participation. You can do this in many ways, including:

- o Offering to have ResearchMatch materials in your clinic/research/office area
- o Including information about ResearchMatch on your recruitment materials (we can show you how.)
- o Mentioning ResearchMatch to those that you screen for your studies, particularly those who are screen failures. No one should hear as the last message from you that they are not eligible for your study. Instead, each person should be thanked for their interest in participating in research and informed that they “may want to consider registering on ResearchMatch.org” so that researchers can more easily find them and others who may match studies.”

** ResearchMatch Researcher On-line Training available:
Register for any or all Monthly Researcher Trainings—

Tiffany Bernard

Director of Recruitment Services
ResearchMatch, Institutional Liaison
Center for Clinical and Translational Science
Prior Hall, Suite 260, 376 West Tenth Avenue
Columbus, OH 43210
614-293- 8514
tiffany.bernard@osumc.edu
<http://ccts.osu.edu/participate-study>

Mary Becker

Program Coordinator, Recruitment Services
ResearchMatch, Institutional Liaison
Center for Clinical and Translational Science
Prior Hall, Suite 260, 376 West Tenth Avenue
Columbus, OH 43210
614-293-XXXX
mary.becker@osumc.edu
<http://ccts.osu.edu/participate-study>