

Protocol# .....

Research Service, Minneapolis VA Health Care System, Minneapolis, MN 55417 • phone (612) 725-2800 • fax (612) 725-2093

### Request to Review Research Protocol

1. **Principal Investigator:** \_\_\_\_\_  
Last First MI Degree

**Telephone: (Office/Lab)** \_\_\_\_\_ **Pager:** \_\_\_\_\_

**Mail Code:** \_\_\_\_\_

**Preferred E-mail address:** \_\_\_\_\_

**VA Appointment:**  Full-Time  Part-Time  WOC  Consultant  Contract

2. **Status of PI in Protocol:** \_\_\_\_\_ (01 = Awardee or Initiator 02 = Not Awardee; eg, Participant in VA Co-Op Study)

3. **Type of Submission:**  New Grant  New Protocol  Renewal of Active/Expiring Protocol

(Check all that apply)

If Renewal, complete a and b; a) Enter number of active/expiring protocol \_\_\_\_\_

b) Has title changed?  Yes  No

4. **Protocol Title:** \_\_\_\_\_

(Maximum length; 142 characters, including spaces)

**Grant Title (if different):** \_\_\_\_\_

5. **Co-Principal Investigators:**

(Enter only if study is funded. Must have a VA appointment and must be designated a Co-PI in grant application.)

a. \_\_\_\_\_  Check if at another VAMC  
(Provide Last name, First name, MI, Degree)

**Telephone: (Office/Lab)** \_\_\_\_\_ **Pager:** \_\_\_\_\_

**Mail Code:** \_\_\_\_\_

**Preferred E-mail address:** \_\_\_\_\_

b. \_\_\_\_\_  Check if at another VAMC  
(Provide Last name, First name, MI, Degree)

**Telephone: (Office/Lab)** \_\_\_\_\_ **Pager:** \_\_\_\_\_

**Mail Code:** \_\_\_\_\_

**Preferred E-mail address:** \_\_\_\_\_

6. **Study Coordinator:** \_\_\_\_\_

**Telephone: (Office/Lab)** \_\_\_\_\_ **Pager:** \_\_\_\_\_

**Mail Code:** \_\_\_\_\_

**Preferred E-mail address:** \_\_\_\_\_

7. **Anticipated Starting Date:** \_\_\_\_\_ (mm/dd/yyyy)

**8. Funding Source and Fund Administration:** (Codes are on attached sheet)

Source Code† (4 digits)	Name if Funding Source Code ends in "99"	Admin Code* (2 digits)	Name if Admin Code is "08"

†If Source Code is 9022, 9024, or 9025, enter VACO Project Number: \_\_\_\_\_

\*University of Minnesota approval is required for funds administered by the U of M (Admin code 07). Have you submitted your application to the U of M (i.e. UMN IACUC)?  Yes  No

If "Yes": U of M approval number: \_\_\_\_\_ Date of approval: \_\_\_\_\_

If "No": **SUBMIT APPLICATION TO UMN NOW.**

**9. Project Uses:** (Mark each item and submit completed forms. If Animal Subjects is marked Yes, Item 12 must be completed.)

Human Subjects	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Investigational Drugs	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Radioisotopes	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Animal Subjects	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Investigational Devices	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Biohazards	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**10. Project Focus:** (Mark each item.)

Agent Orange	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Females	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Prisoners of War	<input type="checkbox"/> Yes	<input type="checkbox"/> No			

**11. Key Words:** (Minimum 3, maximum 6. Use MeSH terms only. Enter one term per line.)

(MeSH terms can be found at <http://www.nlm.nih.gov/mesh/meshhome.html>)

1.		4.	
2.		5.	
3.		6.	

**12. Animal Subjects Used:** (Species and, if applicable, strain. Enter one species and its strain per line.)

1.		4.	
2.		5.	
3.		6.	

**13. Data Management and Access Plan (DMAP):** (Required by ORD for all VA research protocols, regardless of funding source)

- VA-funded study:** ORD-approved DMAP is on file, or DMAP has been submitted to ORD for approval (e.g. DMAP submitted to Just-In-Time or included in a grant application)
- Non-VA funded or unfunded study:** Non-VA DMAP form is on file or has been submitted locally (Fill out and submit [Non-VA DMAP form](#) available on the Minneapolis VAHCS Research website)

Principal Investigator \_\_\_\_\_

(Signature)

\_\_\_\_\_ (Date)

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**FUNDING SOURCE CODES****1. Department of Veterans Affairs (Use only Administrative Code 02.)**

[9002] = Research Advisory Group (CC 103)	[9009] = Other Designated Research (CC 109)	[9025] = Cooperative Studies (Prog 825)
[9003] = Merit Review (CC 103)	[9022] = Rehabilitation R&D (Prog 822)	[9050] = Clinical Science R&D
[9006] = Special Research Initiatives (CC 106)	[9023] = Agent Orange and Related Herbicides	[9092] = Musculoskeletal Research
[9008] = Career Development (CC 108)	[9024] = Health Services R&D (Prog 824)	

**2. National Institutes of Health and Alcohol, Drug Abuse, and Mental Health Administration (ADAMHA)**

[9103] = Natl Cancer Institute	[9117] = Natl Inst of Environmental Health Science	[9129] = Natl Inst on Arth, Musculo & Skin Dis
[9105] = Natl Eye Institute	[9119] = Natl Inst of General Medical Sciences	[9131] = Natl Inst on Deafness & Other Commu Dis
[9107] = Natl Heart, Lung, & Blood Inst	[9121] = Natl Inst of Neurological Disor & Stroke	[9133] = Natl Inst on Drug Abuse
[9109] = Natl Inst of Allergy & Infectious Dis	[9122] = Natl Human Genome Research	[9135] = Natl Inst on Mental Health
[9111] = Natl Inst of Child Health & Human Dev	[9123] = Natl Center for Nursing Research	[9137] = Natl Center for Research Resources
[9113] = Natl Inst of Dental & Craniofacial Research	[9125] = Natl Inst on Aging	[9138] = Natl Inst of Biomedical Imaging & Bioengineering
[9115] = Natl Inst of Diabetes, Digest, & Kidney	[9127] = Natl Inst on Alcohol Abuse and Alcoholism	[9143] = Natl Inst of Health (Inst not known)

**3. Other United States Federal Government Agency**

[9202] = Centers for Disease Control	[9213] = Environmental Protection Agency	[9225] = National Library of Medicine
[9203] = Dept of Defense	[9215] = Food and Drug Admin	[9227] = National Science Foundation
[9205] = Dept of Education	[9217] = Health Resources & Svcs Adm	[9229] = Rehabilitation Svcs Admin
[9207] = Dept of Energy	[9219] = National Inst of Occupational Safety	[9235] = U.S. Public Health Service
[9209] = Dept of Health & Human Services	[9221] = National Aeronautics & Space Adm	[9237] = Natl Inst of Disability Rehab. Research
[9211] = Dept of Labor	[9223] = Agency for Health Care Policy Research	[9299] = Other (Specify Name)

**4. Other Government, Private Donor, or Academic Institution**

[9301] = University of Minnesota	[9307] = State Government	[9360] = VA Medical Care Supported Mgmt. Studies
[9303] = Private Donor	[9309] = Foreign Government	[9399] = Other Government or Academic
[9305] = Local Government	[9011] = SWOG	

**5. Private Proprietary Company**

[9701] = A.H. Robbins	[9725] = Du Pont	[9752] = Lorex	[9779] = Rone-Poulenc Rorer
[9703] = Abbott	[9729] = E.R. Squibb	[9754] = Marion-Merrell Dow	[9781] = Ross
[9705] = Adria	[9731] = Eli Lilly	[9756] = McNeil	[9782] = R.W. Johnson Pharm
[9707] = Alpha Therapeutic	[9732] = Fujisawa	[9758] = Mead Johnson	[9783] = Sandoz
[9708] = American Cyanamid	[9733] = G.D. Searle	[9760] = Merck & Co.	[9784] = Schering
[9709] = Ayerst	[9734] = G.H. Bessalaar	[9762] = Merrell-Dow	[9785] = SmithKline Beecham
[9710] = Amgen	[9736] = Genetech	[9764] = Miles	[9787] = Sanofi-Aventis
[9711] = Beecham	[9738] = Glaxo	[9766] = Proctor & Gamble	[9789] = Stuart
[9712] = Berlex	[9740] = Hoechst-Roussel	[9768] = Organon	[9791] = Syntex
[9713] = Boehringer Ingelheim	[9742] = Hoffman-LaRoche	[9770] = Ortho	[9792] = TAP Pharm
[9715] = Boots	[9744] = Hybritech	[9773] = Parke-Davis	[9793] = Upjohn
[9717] = Bristol-Meyers Squibb	[9745] = Immunomedics	[9775] = Pfizer	[9795] = Warner-Chilcott
[9719] = Burroughs Wellcome	[9746] = Janssen	[9776] = Purdue Frederick	[9797] = Wyeth-Ayerst
[9720] = Centocor	[9748] = Knoll	[9777] = Roberts Pharm	[9798] = Zeneca
[9721] = Ciba-Geigy	[9750] = Lederle	[9778] = Roche	[9799] = Other Private Proprietary Company (Specify name)
[9723] = Cytogen			

**6. Voluntary Agency/Foundation (For Local Chapters of National Organization, use Agency/Foundation code, not 9899.)**

[9803] = Alzheimer's Dis & Rel Dis Assoc	[9823] = Arthritis Foundation	[9863] = National Dairy Council
[9805] = American Cancer Society	[9827] = Council for Tobacco Research	[9867] = Natl Foundation Ileitis & Colitis
[9809] = American Diabetes Association	[9831] = Cystic Fibrosis Foundation	[9871] = National Kidney Foundation
[9811] = American Fed for Aging Research	[9833] = Deafness Research Fndn	[9875] = Natl Multiple Sclerosis Society
[9812] = American Fndn for AIDS Research	[9837] = Dermatology Foundation	[9879] = Paralyzed Veterans of America
[9813] = American Heart Association	[9839] = Disabled American Veterans	[9883] = Robert Wood Johnson Foundation
[9815] = American Kidney Foundation	[9843] = Epilepsy Foundation of America	[9885] = Scleroderma Foundation
[9817] = American Legion	[9847] = Juvenile Diabetes Foundation	[9887] = Smokeless Tobacco Research Council
[9819] = American Lung Association	[9851] = Lupus Foundation	[9891] = Spinal Cord Society
[9821] = American Narcolepsy Assoc	[9855] = March of Dimes	[9895] = MVMR&EF (formerly MVRI)
[9822] = Amer Parkinson Disease Assoc	[9859] = Muscular Dystrophy Association	[9899] = Other Voluntary Agency/Foundation (Specify Name)

**7. None (Enter 0000 – Use only Administrative Code 01.)****ADMINISTRATIVE CODES**

[01] = No funding (Valid only for Funding Code 0000)	[05] = VA-General Post Funds
[02] = VA funds (Valid only for Funding Codes beginning with 90)	[06] = MVMR&EF (formerly MVRI)
[03] = VA-Reimbursed from another Federal Agency*	[07] = University of Minnesota
[04] = VA-Direct grant	[08] = Other Agency (Requires Medical Center Director Approval)
	[09] = Med Care-Supported Studies*

\*Administrative Code 03 is valid only for Funding Codes beginning with 91 and 92.

\*Administrative Code 09 is valid only for Funding Code 9360.