
Research Staff Credentialing

Help Us Help You.

- **The Office of Clinical Research conducts the credentialing for UTSW (including CUH) and initiates the credentialing for Parkland.**
 - Individuals named on a study must complete the credentialing process.
 - The requested information includes basic demographics, information regarding life support certifications, Occupational Health status, study information, professional licenses, and competency verifications (phlebotomy, EKG, and/or blood pressure checks).
- The credentialing process is conducted at hire or at the time of study involvement, and it is **repeated annually**. Timely completion is necessary to **prevent suspension of access** at Parkland
- Credentialing materials should be submitted when all information is complete. Do NOT send items one at a time.
- Be mindful of deadlines and the need to respond to requests for information
- To initiate this process, email UTSWResearchCredentialing@UTSouthwestern.edu to request the credentialing packet

