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Office of Research  
Administration  
Parkland Health

Dallas County Hospital District d/b/a Parkland Health first opened its doors in 1894 and is now one of the largest public hospital systems in the country.

## FACTS

- “Safety Net” Provider for Dallas County
- Primary teaching hospital for the University of Texas Southwestern Medical Center
- Level 1 Trauma Center
- 2<sup>nd</sup> largest civilian burn unit in the US
- Level III Neonatal Intensive Care Unit
- Healthcare provider for the Dallas County Jail System

## NUMBERS

Fiscal Year 2021

13,103 Employees  
(includes 4,089 Registered Nurses)

1,582 House Staff (Residents & Fellows)

882 Licensed Beds

19,989 Surgeries

11,286 Deliveries

1,171,953 Outpatient Visits

205,548 ER Patients Treated

\$1.2 billion in uncompensated care

## RESEARCH @ PARKLAND



1471

Active Research Studies

30% are Interventional  
 30% are Cancer-Related



638

Active Principal Investigators

[536 Active Non-Physician Credentialed Study Team Members]



7206

Active Research Patients

[3555 Parkland Patients Enrolled in 2022]  
 [1795 Parkland Patients Enrolled in 2021]

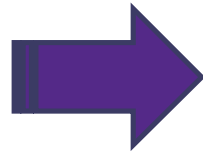
# PARKLAND PERFORMANCE SITE REVIEW

REMINDER: Written Approval from the Office of Research Administration (ORA) MUST be obtained prior to starting any research activities



**COMPLETE**  
**PACKET** TO START PARKLAND REVIEW

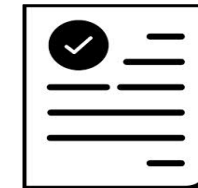
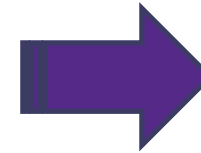
1. **Performance Site Review (PSR) Form** located in REDCap
2. **eIRB approval** from UTSW (or other designated reliance agreement)
3. **PI-approved Coverage Analysis** or authorized waiver



CLINICAL, OPERATIONAL & FINANCIAL  
IMPACT  
REVIEW

ORA Research Analyst  
IDS Pharmacy  
Pathology  
Radiology  
IT

Other Departments (e.g., Medicine, Surgery,  
WISH, COPC)



WRITTEN  
APPROVAL LETTER

After final review a  
written approval letter  
will be sent to the  
study team and PI

Pre-Approval Requirements &  
Stipulations

# PRE-APPROVAL REQUIREMENTS

- ✓ IRB Approval (including fully translated consent, as applicable)
- ✓ Executed IRB Reliance agreement (as applicable)
- ✓ Approval from Parkland Departments (IDS pharmacy, pathology, IT, radiology)
- ✓ PI-approved orders sets in Parkland's Epic (for select studies)
- ✓ Documentation of education and or training with appropriate departments and staff
- ✓ PI-approved coverage analysis (with budget) or authorized waiver
- ✓ Executed contracts/legal agreements (LOI, DUA, FUA, as applicable)
- ✓ Executed Service Order Agreement (Parkland SOA = billing agreement)
- ✓ Research personnel coming to Parkland require initial and annual Research Credentialing (with skills check-off, and ORA-approved access to Parkland Epic, as applicable)





# RESEARCH ADMINISTRATION | SERVICES

Promote, support, strengthen and grow the research infrastructure and support services at Parkland Health.

Develop strategies, processes and tools to help investigators to participate and lead research that supports Parkland's mission and vision.

*Susan Partridge, Vice President of Research Administration*

## RESEARCH PROTOCOL CONSULTATION SERVICES

- Study design, sample size calculations, analytic plan, data requirements.
- Biostatistical services/analyses.
- Research survey design, development.
- Institutional survey development, analyses.
- Writing services: grants, presentations, posters, manuscripts, reports.
- Co-authorship.

## SPONSORED RESEARCH

- Identify funding opportunities and requirements.
- Parkland Grants Playbook.
- Liaison with funding agencies. eRA Commons; grants submissions; budget development; subawards.
- Facilitate/execute research agreements & contracts.
- Post award services; grant fund expenditures, deliverables, close out.

## RESEARCH ADMINISTRATION OVERSIGHT

- Strategic Plan for research.
- Facilitate Parkland-UTSW research agreements.
- Lead Parkland research oversight committees.
- Maintain Human Subjects Protection Plan via Parkland Federalwide Assurance.
- Parkland operational, financial, safety impact of studies.
- Issue Parkland site approval/disapproval to conduct research.
- Research/non-research determination.
- Facilitate Epic, IT functionality for research.
- Primary liaison with UTSW IRB, research administration, other departments.
- Provision protocol-specified data.
- Record publications/presentations involving Parkland.
- Facilitate operational requirements for individual studies (research equipment, devices, supplies, order sets, etc.)
- Facilitate HIPAA-compliant processes for research.

## RESEARCH COMPLIANCE

- Investigations, audits, corrective action plans.
- Research liaison for Parkland compliance.
- Research liaison for UTSW IRB compliance monitoring.
- Credentialing of non-physician researchers.
- Research policies and procedures.
- Research conflict of interest.
- Research misconduct.

## RESEARCH BILLING AND SYSTEMS

- Parkland research billing, invoicing, financial reporting.
- Research billing compliance monitoring and corrective action.
- Facilitate technology enhancements for research

## RESEARCHER TRAINING

- Parkland Research Orientation (monthly).
- Parkland Researcher Handbook.
- Parkland Research Sharepoint, Website.
- UTSW research teams training.

## Office of Research Administration Health Systems Research

8435 N. Stemmons Fwy. , 10<sup>th</sup> Floor  
Dallas, TX 75247



214.590.1170



GENERAL INQUIRIES | [Research@phhs.org](mailto:Research@phhs.org)



EXTERNAL | <https://www.parklandhealth.org/research>

INTERNAL | <https://phhs.sharepoint.com/ResearchAdministration>

### DEPARTMENT LEADERSHIP

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