

DOING RESEARCH AT CWRU

Research is a core mission at CWRU. Before you begin work on a research project in any lab, clinic, office, or classroom, please consider whether any of these regulatory requirements may apply to you. If you have questions, the **Office of Research Administration** can help. Call us at 216-368-4515 or contact the individual office(s) related to each type of research at the numbers provided below.

Agreements (contact ORA Contracts at mxs1788@case.edu or 216-368-5092)

Will you be collaborating with an industry sponsor for collaboration on a research project? Do you want to collaborate with another entity on a research project or provide a service to an industry collaborator? If so, you will need a legal agreement in place to facilitate your project.

Animal Care & Use (contact the IACUC: iacuc@case.edu or 216-368-3815)

Will you be interacting or coming in contact with a live vertebrate animal? If so, the project needs IACUC approval. You'll need to open a protocol or have your name added to an existing one.

Conflict of Interests (contact the COI Office: cwrucoi@case.edu or 216-368-4513)

Do you have personal financial interests in an entity outside the university (like a board position, consulting, or private equity)? If you are working on a research project at CWRU, you may need to disclose the outside interests.

Data Use Agreements (contact cwru-dua@case.edu or 216-368-5945)

Do you need to transfer or receive human subject research data with another party as part of funded or unfunded collaboration? If so, you may need a data use agreement.

Export Controls (contact the EC Officer: exportcontrol@case.edu or 216-368-5791)

Will you need to travel outside of the country or hire a foreign national to work on your project? Will you ship materials or information overseas? Are any of your collaborators in other countries? If so, you may need a technology management plan and/or a license.

Funding (contact ORA at 216-368-4510)

Would you like to apply for a grant to support a project? Will you be seeking industry sponsorship in the form of a contract? The staff in the Office of Research Administration can help you find funding opportunities, explain how to apply, and can even negotiate a contract on your behalf.

Human Embryonic Stem Cell Use (contact the HSCRO: hscro@case.edu or 216-368-0838)

Will you be using human embryonic stem cells? If so, the project needs HSCRO committee approval. You'll need to submit a HSCRO application or have your name added to an existing one.

Human Research (contact the IRB: cwru-irb@case.edu at 216-368-0134)

Will you be interacting with human test subjects, trial participants, their data or their specimens? If so, the project needs IRB approval. You will need to open a protocol or have your name added to an existing one. Please contact the IRB if you need to register your clinical trial on ClinicalTrials.gov or need to apply for a Certificate of Confidentiality.

Integrity Hotline (call 866-483-9367 or <https://www.caseintegrityhotline.com/>)

If you have seen or heard anything that raises concerns about the integrity of a research project or other conduct related to the University, you can report it anonymously by calling this number.

Intellectual Property/Invention Disclosure (contact [Technology Transfer](#): 216-368-0184)

Did you make a discovery that needs protection? Would you like help to evaluate whether your idea is patentable? Do you need a confidentiality agreement to discuss an idea with a sponsor company? The TTO staff can advise you.

Laboratory Research (contact [EH&S: cwruehs@case.edu](mailto:cwruehs@case.edu) or 216-368-2907)

Will you be setting up a wet research lab? If so, please review the new [PI Checklist](#) which lists the steps needed to be OSHA Compliant, including a physical, completion of a Chemical Hygiene Plan and an Exposure Control as well as required training.

Radiation (contact [EH&S: cwruehs@case.edu](mailto:cwruehs@case.edu) or 216-368-2906)

Will you be coming in contact with radiation or a radiation emitting device or substance? If so, the project may need approval by Environmental Health and Safety.

Recombinant or Synthetic Nucleic Acids (contact the [IBC: case-ibc@case.edu](mailto:case-ibc@case.edu) or 216-368-0838)

Does your research include the construction or use of materials (including but not limited to organism, cells, vectors) with recombinant DNA or synthetic nucleic acids? If so, the project may need IBC approval which will require a submission through the electronic IBC system.

Scientific Integrity (contact the [Research Integrity Officer: researchintegrity@case.edu](mailto:researchintegrity@case.edu) or 216-368-6131)

Do you suspect plagiarism or the falsification or fabrication of data? We have procedures to investigate.