



**Baystate
Health**



University of
Massachusetts
UMASS.Medical School

Research Associate Program

Department of Emergency Medicine

Springfield, MA

Contact

Abigail Girardin, Research Associate Program Coordinator

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Overview

Research Associates (RAs) in this program are involved with a number of research studies being conducted in the Emergency Department at Baystate Medical Center. Many different disease processes are studied in the ED, and research projects include everything from chart reviews and observational studies to drug and device experiments. The research can be developed by the doctors here at Baystate, but also may be funded and designed by pharmaceutical companies or government agencies outside of Baystate. This is an unpaid internship.

Tasks

This program focuses on clinical research. Most of the work is completed on the computer.

Tasks primarily include screening patient charts for possible subjects, maintaining accurate and complete research logs, and aiding with administrative tasks (photocopying, making research folders, etc.).

Interaction with patients and healthcare providers increases as you master required skills.

You may be asked to help one of the principal investigators (PIs) with tasks such as performing literature reviews, creating data tables, transcribing interviews, and helping with chart reviews. These projects are optional, but often give RAs the chance to hone their skills in areas of research outside of data collection.

We also provide access to hospital lectures and department research meetings. Shadowing opportunities are available on a case-by-case basis after an RA has demonstrated a good work ethic and understanding of research procedures.



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Time Commitment

RAs are expected to commit eight hours per week to the position for at least two academic semesters (including fall, spring, and summer). RAs are encouraged to split their time into two 4-hour shifts; however, it is possible to complete all 8 hours in one day. During the training period (usually the first 3-4 months of the first semester), associates are asked to schedule their shifts Monday-Friday between the hours of 8am and 8pm. Once RAs are fully trained they may schedule their shifts outside of these hours, including nights and weekends.

We maintain the ability to terminate any RA who does not show adequate mastery by the end of the training period. We will also conduct performance reviews with each RA every semester.

Onboarding Process

There is a lengthy hospital onboarding process that must be completed before any RA is allowed to begin work with the department. If accepted to the program, the RA must provide the Academic Affairs office with a host of documents that include: information to complete a criminal background check, medical and immunization records, and proof of a recent TB test. Once the RA is cleared by Academic Affairs, they must complete CITI training, an online research training program. This training must be finished before the RA can be added to any of the current studies. The whole process can take between two and three months.

Feel free to reach out to Abigail with any questions that you may have.