NIH StrokeNet Coordinator
Webinar
April 26, 2017

NIH StrokeNet
PREVENTION | TREATMENT | RECOVERY

MUSC
MEDICAL UNIVERSITY
of SOUTH CAROLINA

NIH
Funded by a grant from the
National Institutes of Health

UNIVERSITY OF
Cincinnati

WebDCU™ Frequently Asked Questions

1. How do I know who to contact at the NDMC?

2. I've added a Study Team Member Request, but I am not able to add that person to the DOA log. Why?

3. Why am I getting a duplication error when I try to save the DOA?

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WebDCU™ Frequently Asked Questions

4. How do I waive a regulatory document that is not applicable (i.e. study coordinator does not have a medical license)?

5. Can a regulatory document that was incorrectly posted and rejected be removed by the person who posted it?

6. When trying to upload a regulatory document, what do I do if I receive an error message that the file size too large?

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WebDCU™ Frequently Asked Questions

7. I don't get the same kind of WebDCU™ alert email notices for Trial B as I do for Trial A. Why not?

8. Will I be using WebDCU™ to randomize a new patient? Are there instructions on how to do this?

9. How do I update my RCC contact information in WebDCU™?

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NIHStrokenet.org Frequently Asked Questions

"Frontend" versus "Backend" … what is the difference?

Frontend is the <u>PUBLIC</u> facing side of the Strokenet site including Home page and all publically accessible pages.

<u>No Log In required</u>.

NIHStrokenet.org Frequently Asked Questions

Backend is the <u>NON PUBLIC</u> side of the Strokenet site including the Intranet section and site management areas.

<u>Log in required</u>.

nihstrokenet.org/Frequently Asked Questions

1. Who can have access to the secure area ("backend") of the NIH StrokeNet website?

   RCCs have a role in deciding who can access the backend. Jeanne will act on requests from the designated RCC contact.

2. How can I get a username and password for the secure area of the NIH StrokeNet website?
   Jeanne Sester will provide assistance.
   Jeanne.sester@uc.edu or   513-558-5225

3. Does the website have the capability for RCC program managers to share documents?

   This feature will be available next week and will be under Tools > SC Shared Documents **"BACKEND"**

   BACKEND

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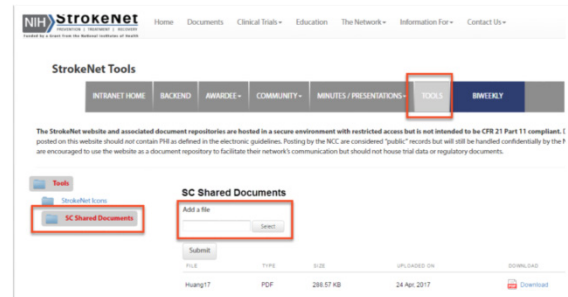
nihstrokenet.org/Frequently Asked Questions

4. How often do we need to post updated fCOI certifications?
   Previously annually, no longer required pending approval of revised fCOI SOP.

5. What education is required for the Trainees and where is it located?
   Trainees are required to attend or view Grand Rounds webinars, as well as the Professional Development webinars. These can be found in the EDUCATION Section listed as *Educational webinars*
   http://nihstrokenet.org/webinars
   "FRONTEND"

   FRONTEND

   Additional educational materials can be found under the education tab, Research Enrichment Tools and Resources. These are NOT a requirement.

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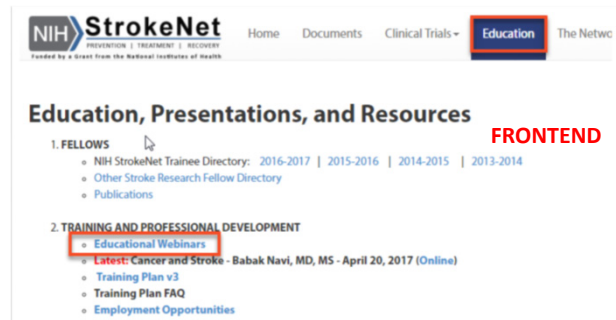
nihstrokenet.org/Frequently Asked Questions

6. Where are the trial presentations if I have to miss a Steering Committee webinar?
   This was moved by request- Under minutes/ presentations now on the "**Backend**".

7. What is the difference between the Awardee folder and the Community folder and how can they be used?
   RCC award info and communication with NCC under awardee.
   Community folder is where RCC communicates with Satellites and clinical performance sites (shared content). **"Backend"**

8. Can I find committee attendance list on the website to confirm my PI attendance?
   Under Minutes/Presentations on the "**Backend**"

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nihstrokenet.org/Frequently Asked Questions

9. How can I update my RCC's page?
   Contact Jeanne Sester. Jeanne.sester@uc.edu
   or 513-558-5225

10. Where is my RCC management plan to be stored?
    Community folder – "**Backend**"

11. Where do I post the RCC-NOA when it is awarded?
    Awardee folder- "**Backend**"
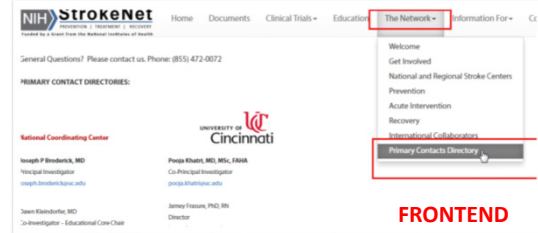

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nihstrokenet.org/Frequently Asked Questions

12. Where is the CIRB chair contact information for questions about the reliance agreement?
Network tab, Primary contact directories, cIRB directory.
"**Frontend**"

FRONTEND

13. Where are the BiWeekly Updates located?
This was relabeled by request- what was the updates tab is now the Bi-Weekly tab.
"**Backend**"

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