

# Creating a Study Webpage on the **RESEARCH STUDIES WEBSITE**

*Clinical Research Recruitment Program*

Last Updated April 2025



Clinical Research Recruitment Program

OFFICE OF THE VICE CHANCELLOR FOR RESEARCH

UNIVERSITY OF COLORADO **ANSCHUTZ MEDICAL CAMPUS**



# GETTING STARTED MENU

*Please use the below shortcuts to skip to the sections of the instructions that apply to you.*

*Each slide will have a  in the upper lefthand corner that will allow you to navigate back to this slide.*

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## WHAT IS THE CU ANSCHUTZ RESEARCH STUDIES WEBSITE?

*A little background*

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## HOW TO USE ONCORE TO CREATE A STUDY WEBPAGE?

*It can be little confusing*

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## HOW TO USE THE RESEARCH ADMIN TOOL?

*To customize your OnCore study webpage*

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## HOW TO USE THE RESEARCH ADMIN TOOL?

*To create a Non-OnCore study webpage*

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## REVIEW AND APPROVAL PROCESS

*A second pair of eyes is always a plus*

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**WHAT IS THE CU ANSCHUTZ  
RESEARCH STUDIES WEBSITE?**



# A LITTLE BACKGROUND

University of Colorado Anschutz Medical Campus

Home Find a Research Study What is Clinical Research How to Join a Study About CU Anschutz For Research Teams

## Participate in Research at CU Anschutz

BE A PART OF TOMORROW'S BREAKTHROUGHS



Research helps many people including you, your loved ones and many others. By joining a study, you can help to advance new scientific discoveries that benefit all people. Whether you are healthy or have a health condition, your participation makes a difference.

By joining a study, you may:

- Get compensated for your time
- Access new treatments and medicines
- Learn vital data about your health
- Support research that improves lives

Already know what you're looking for?

Find a study by keyword, condition, or topic

Find a Research Study

What is Clinical Research

How to Join a Study

Studies for Healthy Volunteers

- The CU Anschutz Research Studies Website was created in 2020 and is managed by the Clinical Research Recruitment Program.
- The main goal is to share open clinical research studies on a public facing website for anyone from the community to see, search for, and contact research teams if interested.
- Research teams are responsible for maintaining their study webpages, and ensuring information is accurate and understandable.



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# IT'S ALL IN THE NUMBERS

**987**

**Total number of  
study webpages  
in 2024**

**40,907**

**Number of new  
visitors in 2024**

**33,316**

**Total number of  
views in 2024**

**42%**

**Average bounce  
rate for all study  
pages in 2024**

**1.48  
minutes**

**Average time  
spent per page  
in 2024**



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# LANGUAGE REQUIREMENTS

Having a study webpage that is understandable and informative to the community we serve is the most important aspect of creating a public-facing website for your study because it increases trust and participation in clinical research.

## Language Requirements

- Your study webpage **must be at or close to an 8<sup>th</sup> grade reading level.**
- The content of your study webpage must use **plain language**, which is designed to be understood quickly and easily by the reader.
- This means that you **should not** use medical jargon, complex scientific words, or any abbreviations.

## Plain Language Resources

- [Plain Language Section of University of Buffalo Recruitment Resources Toolkit](#)
- [Plain Language in Clinical Research by Multi-Regional Clinical Trials Center of Brigham and Women's Hospital and Harvard](#)
- [University of Michigan Plain Language Medical Dictionary](#)
- [Plain Language Guide by the JRP Working Group for Equitable Research](#)
- [Make It Clear: The Use of Lay Language in Research Recruitment by North Carolina Translational and Clinical Science Institute](#)





# HOW TO USE ONCORE TO CREATE A STUDY WEBPAGE?



# OPT OUT OR OPT IN OF THE CU RESEARCH STUDIES WEBSITE

Did you know that there are **two places** in OnCore that need to be updated for your study to have a study webpage on the CU Anschutz Research Studies Website?

1

PC Console > Main > Details: “Exclude Protocol on Web”

2

SIP Console > Select Configure Tab > Display Protocol?



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# OPT OUT OF THE CU RESEARCH STUDIES WEBSITE: PC CONSOLE

## PC Console > Main > Details: “Exclude Protocol on Web”

- If you do not want your study to be on the CU Research Studies Website, this box should be checked.

- Navigate to the PC Console.
- Click the ‘update’ button on the right-hand side of the screen.
- Make sure the box next to ‘Exclude Protocol on Web’ is checked. After you click the ‘update’ button again, ‘Yes’ will appear next to ‘Exclude Protocol on Web’.

**OnCore** | By Advarra | **1** PC Console | SIP Console | Specifications | CRA Console | Financials Console

**★ PC Console** ?

Protocol No.: X18-9999 | Library: Health Affairs | PI: Barnard, Deborah | Sponsor: Abbvie  
 Protocol Target Accrual: 100 | Accrual To Date: 16 | Protocol Status: OPEN TO ACCRUAL  
 RC Total Accrual Goal (Upper): 100 | IRB Expiration: 05/21/2023

Select Protocol: X18-9999

Main | Management | Staff | Sponsor | IND/IDE | ClinicalTrials.gov

Protocol Details

Protocol No.	X18-9999	NCT Number	NCT00000001
Library	Health Affairs	Department	CTR-WebbWaring
Organizational Unit	Health Affairs		
Title	This is a testing protocol-2		
Short Title	This is a short title		
Objectives	1. Test the System!		
Phase	Feasibility	Scope	Local
Drug Accountability	Yes	Investigator Initiated Protocol	Yes
Open For Affiliates Only	No	Summary Accrual Info. Only	No
Registration Center	Research Center	Involves Correlates or Companions	Yes
Includes Specimen Banking?	Yes	Companion Study?	No
Precision Trial	Yes	Precision Trial Classification	Umbrella
Rare Disease		Certificate(s) of Confidentiality	

Consent at Age of Majority: Yes  
 Exclude Protocol on Web: **3** Yes

Accrual Information

Protocol Target Accrual	100	RC Total Accrual Goal (Lower)	1	RC Total Accrual Goal (Upper)	100
RC Annual Accrual Goal	15	Affiliate Accrual Goal		Accrual Duration (Months)	60

Completion Dates

Primary Completion Date	08/17/2023 (Anticipated)
Study Completion Date	

**2** Update | Lock Protocol

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# OPT OUT OF THE CU RESEARCH STUDIES WEBSITE: SIP CONSOLE

## SIP Console > Select Configure Tab > Display Protocol?

- If you do not want your study to be on the CU Research Studies Website, select 'No' from the dropdown menu.

1 Navigate to the SIP Console.

The screenshot shows the OnCore SIP Console interface. The navigation menu at the top includes 'OnCore', 'By Advarra', 'Menu', 'PC Console', 'SIP Console', 'Specifications', 'CRA Console', and 'Financials Console'. The 'SIP Console' tab is highlighted. The main content area displays protocol information: Protocol No.: X18-9999, Library: Health Affairs, PI: Barnard, Deborah, Sponsor: Abbvie, Protocol Target Accrual: 100, RC Total Accrual Goal (Upper): 100, Short Title: This is a short title, Accrual To Date: 16, Protocol Status: OPEN TO ACCRUAL, IRB Expiration: 05/21/2023, and Configuration Status: Complete. Below this information is a 'Protocol Summary' section with a 'View PDF' button and a 'Configure' button circled in red.

2 Click the 'configure' button on the right-hand side of the screen.

3 Select 'no' from the 'Display Protocol?' from the dropdown menu.

The screenshot shows the OnCore SIP Console configuration page. The navigation menu at the top includes 'OnCore', 'By Advarra', 'Menu', 'PC Console', 'SIP Console', 'Specifications', 'CRA Console', and 'Financials Console'. The main content area displays protocol information: Protocol No.: X18-9999, Library: Health Affairs, PI: Barnard, Deborah, Sponsor: Abbvie, Protocol Target Accrual: 100, RC Total Accrual Goal (Upper): 100, Short Title: This is a short title, Accrual To Date: 16, Protocol Status: OPEN TO ACCRUAL, IRB Expiration: 05/21/2023, and Configuration Status: Complete. Below this information is a 'SIP Configuration' section with a 'Select Protocol' dropdown and a 'Display Protocol?' dropdown menu. The 'Display Protocol?' dropdown menu is open, showing 'No' selected. The 'Submit' button is circled in red.

4 Click the 'submit' button.



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# OPT IN OF THE CU RESEARCH STUDIES WEBSITE: PC CONSOLE

## PC Console > Main > Details: “Exclude Protocol on Web”

- If you want your study to be on the CU Research Studies Website, this box should be unchecked.

- Navigate to the PC Console
- Click the ‘update’ button on the right-hand side of the screen.
- Make sure the box next to ‘Exclude Protocol on Web’ is unchecked. After you click the ‘update’ button again, ‘No’ will appear next to ‘Exclude Protocol on Web’.

OnCore. By Advarra **1** **PC Console** SIP Console Specifications CRA Console Financials Console

★ PC Console ?

Protocol No.: X18-9999 1 Library: Health Affairs PI: Sponsor: Abbvie  
 Protocol Target Accrual: 100 Accrual To Date: 20 Protocol Status: OPEN TO ACCRUAL  
 RC Total Accrual Goal (Upper): 100 IRB Expiration: 05/21/2023

Select Protocol: X18-9999

Details Management Staff Sponsor IND/IDE ClinicalTrials.gov

Main »  
 Correlates & Companions »  
 Treatment »  
 Institution »  
 Accrual »  
 Status »  
 Reviews »  
 Documents/Info »  
 Eligibility »  
 Protocol Calendar »  
 Notifications »  
 Deviations »  
 New Protocol »  
 Specimen Collection Configuration »

Protocol Details History

Protocol No.	X18-9999	NCT Number	NCT00000001
Library	Health Affairs	Department	CTR-WebbWaring
Organizational Unit	Health Affairs		
Title	This is a testing protocol-2		
Short Title	This is a short title		
Objectives	1. Test the System!		
Phase	Feasibility	Scope	Local
Drug Accountability	Yes	Investigator Initiated Protocol	Yes
Open For Affiliates Only	No	Summary Accrual Info. Only	No
Registration Center	Research Center	Involves Correlates or Companions	Yes
Includes Specimen Banking?	Yes	Companion Study?	No
Precision Trial	Yes	Precision Trial Classification	Umbrella
Rare Disease		Certificate(s) of Confidentiality	
Exclude Protocol From Analytics	No		

Age Both Consent at Age of Majority **3** Exclude Protocol on Web No

Involves Therapy Yes  
 Protocol Type Treatment  
 Data Monitoring External Adjuvant Yes  
 Multi-site Trial Yes Investigational Drug Yes  
 Pilot Investigational Device No  
 Pragmatic Trial

Accrual Information

Protocol Target Accrual	100	RC Total Accrual Goal (Lower)	1	RC Total Accrual Goal (Upper)	100
RC Annual Accrual Goal	15	Affiliate Accrual Goal		Accrual Duration (Months)	60

Completion Dates

Primary Completion Date	08/17/2023 (Anticipated)
Study Completion Date	

**2** Update  
 Lock Protocol

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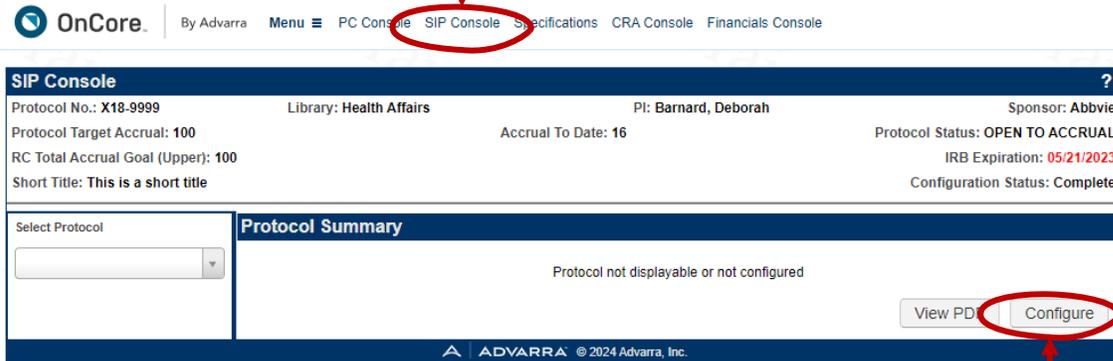


# OPT IN OF THE CU RESEARCH STUDIES WEBSITE: SIP CONSOLE

## SIP Console > Select Configure Tab > Display Protocol?

- If you want your study to be on the CU Research Studies Website, select 'Yes' from the dropdown menu.

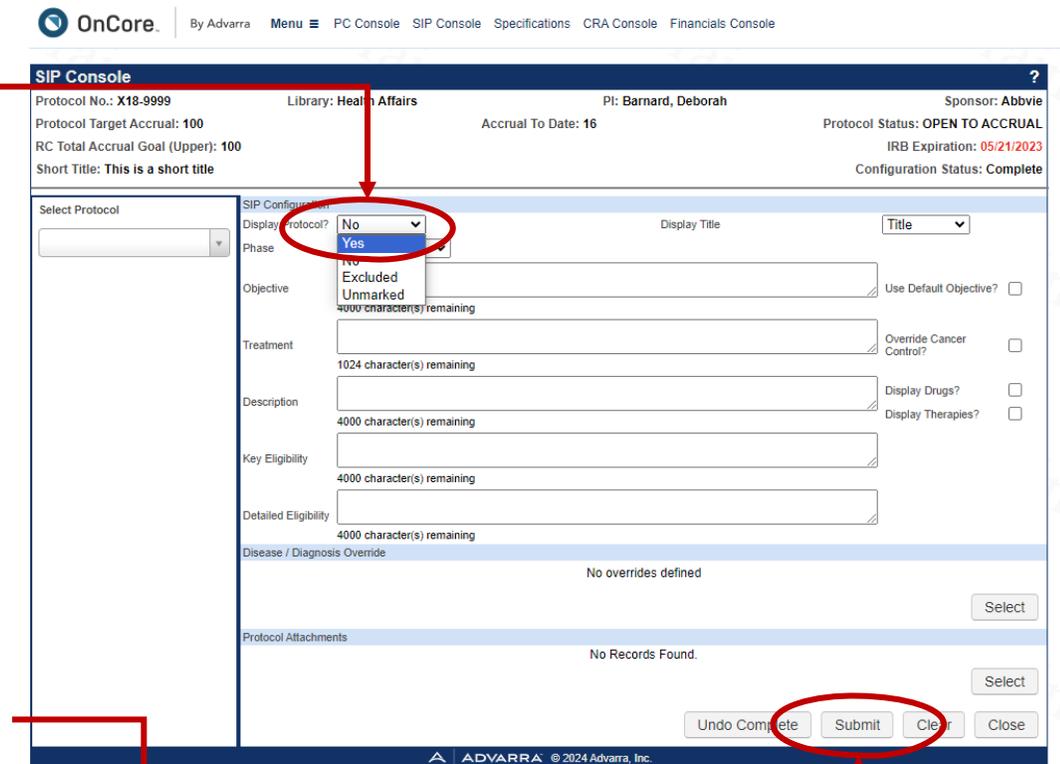
1 Navigate to the SIP Console.



2 Click the 'configure' button on the right-hand side of the screen.

3 Select 'yes' from the 'Display Protocol?' from the dropdown menu.

4 Click the 'submit' button.





# MINIMUM DATA REQUIREMENTS: OnCore

If you **opt-in** to have a study webpage on the CU Anschutz Research Studies Website, you need to complete the following fields:

- Title
- Objective
- Primary Contact
- Description
- Eligibility (Detailed or Key, not both)





# MINIMUM DATA REQUIREMENTS: OnCore



## Title: PC Console > Main > Details > Title

**Note:** You can change the 'Short Title' to be something more lay person friendly and then select this to be displayed as the title for your study webpage by selecting it from the 'Display Title' dropdown menu in the SIP Console.

- **Primary Contact:** PC Console > Main > Staff

- **Objective:** SIP Console > Configure Button > Display Protocol? > Select 'Yes' from dropdown menu > Objective

**Note:** If you check the box next to 'Use Default Objective?' then the information from the objective field from the PC Console > Main > Details > Objective will override any information entered in the Objective field in the SIP Console.

- **Description:** SIP Console > Description

- **Eligibility:** SIP Console > Detailed Eligibility or Key Eligibility

**Note:** You can use either option but please only enter the eligibility criteria in one location otherwise it will duplicate the information on the website.

The screenshot shows the OnCore PC Console interface for protocol X18-9999. The navigation menu on the left includes 'Main', 'Correlates & Companions', 'Treatment', 'Institution', 'Accrual', 'Status', 'Reviews', 'Documents/Info', 'Eligibility', 'Protocol Calendar', 'Notifications', 'Deviations', and 'New Protocol'. The 'Main' menu is expanded, and a red arrow points to the 'Details' tab. In the 'Details' tab, the 'Title' and 'Short Title' fields are highlighted with a red box. The 'Title' is 'Does Eating a Protein Rich Diet during the 3rd Trimester Help with Gestational Diabetes?' and the 'Short Title' is 'This is a short title'. Below this, there is a table of protocol details and an 'Accrual Information' table.

Protocol Details			
Protocol No.	X18-9999	NCT Number	NCT00000001
Library	Health Affairs	Department	CTR-WebbWaring
Organizational Unit	Health Affairs		
Title	Does Eating a Protein Rich Diet during the 3rd Trimester Help with Gestational Diabetes?		
Short Title	This is a short title		
Objectives	1. Test the System!		
Phase	Feasibility	Scope	Local
Drug Accountability	Yes	Investigator Initiated Protocol	Yes
Open For Affiliates Only	No	Summary Accrual Info. Only	No
Registration Center	Research Center	Involves Correlates or Companions	Yes
Includes Specimen Banking?	Yes	Companion Study?	No
Precision Trial	Yes	Precision Trial Classification	Umbrella
Rare Disease		Certificate(s) of Confidentiality	

Accrual Information			
Protocol Target Accrual	100	RC Total Accrual Goal (Lower)	1
RC Annual Accrual Goal	15	Affiliate Accrual Goal	
		RC Total Accrual Goal (Upper)	100
		Accrual Duration (Months)	60

Completion Dates	
Primary Completion Date	08/17/2023 (Anticipated)
Study Completion Date	





# MINIMUM DATA REQUIREMENTS: OnCore

- **Title:** PC Console > Main > Details > Title



**Note:** You can change the 'Short Title' to be something more lay person friendly and then select this to be displayed as the title for your study webpage by selecting it from the 'Display Title' dropdown menu in the SIP Console.

- **Primary Contact:** PC Console > Main > Staff

- **Objective:** SIP Console > Configure Button > Display Protocol? > Select 'Yes' from dropdown menu > Objective

**Note:** If you check the box next to 'Use Default Objective?' then the information from the objective field from the PC Console > Main > Details > Objective will override any information entered in the Objective field in the SIP Console.

- **Description:** SIP Console > Description

- **Eligibility:** SIP Console > Detailed Eligibility or Key Eligibility

**Note:** You can use either option but please only enter the eligibility criteria in one location otherwise it will duplicate the information on the website.

OnCore. By Advarra Menu PC Console SIP Console Specifications CRA Console Financials Console

Protocol No.: X18-9999 Library: Health Affairs Accrual To Date: 19 PI: Sponsor: Abbvie  
 Protocol Target Accrual: 100 Protocol Status: OPEN TO ACCRUAL  
 RC Total Accrual Goal (Upper): 100 IRB Expiration: 05/21/2023  
 Short Title: This is a short title Configuration Status: Complete

Select Protocol SIP Configuration

Display Protocol? Yes Display Title

Objective This study wants to see if women with gestational diabetes eat a protein-rich diet during their third trimester have better blood sugar control and weight gain. 3839 character(s) remaining

Treatment 1024 character(s) remaining

Description This study wants to understand how diet can help pregnant women with gestational diabetes. If you join this study, you will be put into one of two groups. The first group will eat a diet that is high in protein. The second group will eat their normal diet. You will have up to 8 visits depending on when you have your baby. The visits will be every other week until you deliver. You will have one visit after you have your baby when your baby is between 1 to 3 months old. At each visit, your blood sugar, height and weight, and waist circumference will be measured. You will fill out several surveys. The visits will take about 60-90 minutes each. You will get \$30 after each visit, for a total of \$240 if you complete all visits. 3259 character(s) remaining

Key Eligibility Adult women aged 18-35 years old who are pregnant, in their second trimester (between 14-27 weeks gestation), and have gestational diabetes. 3859 character(s) remaining

Detailed Eligibility 4000 character(s) remaining

Disease / Diagnosis Override No overrides defined

Protocol Attachments No Records Found.

Undo Complete Submit Clear Close

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# MINIMUM DATA REQUIREMENTS: OnCore

- **Title:** PC Console > Main > Details > Title

**Note:** You can change the 'Short Title' to be something more lay person friendly and then select this to be displayed as the title for your study webpage by selecting it from the 'Display Title' dropdown menu in the SIP Console.



- **Primary Contact:** PC Console > Main > Staff

- **Objective:** SIP Console > Configure Button > Display Protocol? > Select 'Yes' from dropdown menu > Objective

**Note:** If you check the box next to 'Use Default Objective?' then the information from the objective field from the PC Console > Main > Details > Objective will override any information entered in the Objective field in the SIP Console.

- **Description:** SIP Console > Description
- **Eligibility:** SIP Console > Detailed Eligibility or Key Eligibility

**Note:** You can use either option but please only enter the eligibility criteria in one location otherwise it will duplicate the information on the website.

The screenshot shows the OnCore PC Console interface for protocol X18-9999. The top navigation bar includes 'OnCore', 'By Advarra', and a menu with options like 'PC Console', 'SIP Console', 'Specifications', 'CRA Console', and 'Financials Console'. The main header displays protocol information: Protocol No.: X18-9999, Library: Health Affairs, PI: Barnard, Deborah, Sponsor: Abbvie, Protocol Target Accrual: 100, Accrual To Date: 16, Protocol Status: OPEN TO ACCRUAL, and IRB Expiration: 05/21/2023. A sidebar on the left contains navigation options: Select Protocol (X18-9999), Main, Correlates & Companions, Treatment, Institution, Accrual, Status, Reviews, Documents/Info, Eligibility, Protocol Calendar, Notifications, Deviations, New Protocol, and Specimen Collection Configuration. The main content area has tabs for Details, Management, Staff, Sponsor, IND/IDE, and ClinicalTrials.gov. The 'Staff' tab is active, showing a table of protocol staff with columns for Role, Last Name, First Name, Middle Name, Organization, and a 'Select All None' checkbox. The 'Primary Contact' row is highlighted in red, showing Vander Wyst, Kiley at Colorado Research Center. At the bottom right, there are buttons for 'View Attachments', 'Update', and 'Lock Protocol'.

Role	Last Name	First Name	Middle Name	Organization	Select All None
Principal Investigator	Barnard	Deborah		Colorado Research Center	<input type="checkbox"/>
Other	Grasmick	Zachary		Colorado Research Center	<input type="checkbox"/>
Other	Macri	Marissa		Colorado Research Center	<input type="checkbox"/>
Clinical Research Manager	Naughton	Nick		Colorado Research Center	<input type="checkbox"/>
Project Analyst	Peugh	Jeremiah		Colorado Research Center	<input type="checkbox"/>
Primary Contact	Vander Wyst	Kiley		Colorado Research Center	<input type="checkbox"/>





# MINIMUM DATA REQUIREMENTS: OnCore

- **Title:** PC Console > Main > Details > Title

**Note:** You can change the 'Short Title' to be something more lay person friendly and then select this to be displayed as the title for your study webpage by selecting it from the 'Display Title' dropdown menu in the SIP Console.

- **Primary Contact:** PC Console > Main > Staff



- **Objective:** SIP Console > Configure Button > Display Protocol? > Select 'Yes' from dropdown menu > Objective

**Note:** If you check the box next to 'Use Default Objective?' then the information from the objective field from the PC Console > Main > Details > Objective will override any information entered in the Objective field in the SIP Console.

- **Description:** SIP Console > Description
- **Eligibility:** SIP Console > Detailed Eligibility or Key Eligibility

**Note:** You can use either option but please only enter the eligibility criteria in one location otherwise it will duplicate the information on the website.

The screenshot shows the OnCore interface for protocol configuration. At the top, it displays 'Protocol No.: X18-9999', 'Library: Health Affairs', 'Accrual To Date: 19', 'PI:', and 'Sponsor: Abbvie'. Below this, it shows 'Protocol Target Accrual: 100', 'RC Total Accrual Goal (Upper): 100', and 'Short Title: This is a short title'. The 'Protocol Status' is 'OPEN TO ACCRUAL' with an 'IRB Expiration: 05/21/2023' and 'Configuration Status: Complete'.

The main configuration area is divided into several sections:
 

- SIP Configuration:** Includes 'Display Protocol?' (set to 'Yes'), 'Phase', and 'Display Title' (set to 'Title').
- Objective:** A text field containing the objective: 'This study wants to see if women with gestational diabetes eat a protein-rich diet during their third trimester have better blood sugar control and weight gain.' A red box highlights this field, and a red arrow points from the 'Objective' label in the text to it. The character count is '3839 character(s) remaining'.
- Treatment:** A text field with '1024 character(s) remaining'.
- Description:** A text field containing a detailed description of the study and visits. The character count is '3259 character(s) remaining'.
- Key Eligibility:** A text field with '3859 character(s) remaining'.
- Detailed Eligibility:** A text field with '4000 character(s) remaining'.
- Disease / Diagnosis Override:** A section with 'No overrides defined' and a 'Select' button.
- Protocol Attachments:** A section with 'No Records Found.' and a 'Select' button.

At the bottom right, there are buttons for 'Undo Complete', 'Submit', 'Clear', and 'Close'. The footer shows 'ADVARRA © 2025 Advarra, Inc.'.





# MINIMUM DATA REQUIREMENTS: OnCore

- **Title:** PC Console > Main > Details > Title

**Note:** You can change the 'Short Title' to be something more lay person friendly and then select this to be displayed as the title for your study webpage by selecting it from the 'Display Title' dropdown menu in the SIP Console.

- **Primary Contact:** PC Console > Main > Staff

- **Objective:** SIP Console > Configure Button > Display Protocol? > Select 'Yes' from dropdown menu > Objective

**Note:** If you check the box next to 'Use Default Objective?' then the information from the objective field from the PC Console > Main > Details > Objective will override any information entered in the Objective field in the SIP Console.



- **Description:** SIP Console > Description

- **Eligibility:** SIP Console > Detailed Eligibility or Key Eligibility

**Note:** You can use either option but please only enter the eligibility criteria in one location otherwise it will duplicate the information on the website.





# MINIMUM DATA REQUIREMENTS: OnCore

- **Title:** PC Console > Main > Details > Title

**Note:** You can change the 'Short Title' to be something more lay person friendly and then select this to be displayed as the title for your study webpage by selecting it from the 'Display Title' dropdown menu in the SIP Console.

- **Primary Contact:** PC Console > Main > Staff

- **Objective:** SIP Console > Configure Button > Display Protocol? > Select 'Yes' from dropdown menu > Objective

**Note:** If you check the box next to 'Use Default Objective?' then the information from the objective field from the PC Console > Main > Details > Objective will override any information entered in the Objective field in the SIP Console.

- **Description:** SIP Console > Description



- **Eligibility:** SIP Console > Detailed Eligibility or Key Eligibility

**Note:** You can use either option but please only enter the eligibility criteria in one location otherwise it will duplicate the information on the website.

The screenshot shows the OnCore interface for protocol configuration. At the top, it displays protocol details: Protocol No. X18-9999, Library: Health Affairs, Accrual To Date: 19, and Sponsor: Abbvie. The protocol status is 'OPEN TO ACCRUAL' with an IRB expiration of 05/21/2023. The configuration status is 'Complete'.

The 'SIP Configuration' section includes a 'Display Protocol?' dropdown set to 'Yes' and a 'Display Title' dropdown set to 'Title'. The 'Objective' field contains the text: 'This study wants to see if women with gestational diabetes eat a protein-rich diet during their third trimester have better blood sugar control and weight gain.' The 'Description' field contains: 'This study wants to understand how diet can help pregnant women with gestational diabetes. If you join this study, you will be put into one of two groups. The first group will eat a diet that is high in protein. The second group will eat their normal diet. You will have up to 8 visits depending on when you have your baby. The visits will be every other week until you deliver. You will have one visit after you have your baby when your baby is between 1 to 3 months old. At each visit, your blood sugar, height and weight, and waist circumference will be measured. You will fill out several surveys. The visits will take about 60-90 minutes each. You will get \$30 after each visit, for a total of \$240 if you complete all visits.'

The 'Key Eligibility' field is highlighted with a red box and contains the text: 'Adult women aged 18-35 years old who are pregnant, in their second trimester (between 14-27 weeks gestation), and have gestational diabetes.' A red arrow points from the 'Eligibility' section header to this field.

Other fields include 'Treatment', 'Detailed Eligibility', and 'Disease / Diagnosis Override'. The 'Protocol Attachments' section shows 'No Records Found.' At the bottom, there are buttons for 'Undo Complete', 'Submit', 'Clear', and 'Close'.





# MINIMUM DATA REQUIREMENTS: OnCore

## ★ Flowchart: PC Console > Main > Management

The flowchart is how you assign the different categories to your study.

The abbreviated category name will appear as **tags** as part of the study preview on the 'Find a Research Study' webpage.

### CBD for Individuals with Mild Cognitive Impairment and at Risk for Alzheimer's Disease

Our study is seeking individuals aged 55-85, who have been diagnosed with Mild Cognitive Impairment (MCI) and are at risk for Alzheimer's Disease. The goal of the study is to see whether cannabidiol (CBD) can improve MCI symptoms.

- Mental Health
- Brain
- Adult

The full category name will appear at the bottom of the study webpage.

### Categories

- Brain and Nervous System
- Behaviors and Mental Health

OnCore | By Advarra | Menu | PC Console | SIP Console | Specifications | CRA Console | Financials Console

★ PC Console | Protocol No.: X18-9999 | Library: Health Affairs | PI: | Sponsor: Abbvie

Protocol Target Accrual: 100 | Accrual To Date: 20 | Protocol Status: OPEN TO ACCRUAL

RC Total Accrual Goal (Upper): 100 | IRB Expiration: 05/21/2023

Select protocol: X18-9999

Main | Management | Staff | Sponsor | IND/IDE | ClinicalTrials.gov

Management Details

IRB No.	20189999	Pharmacy No.		Priority Score	
PRMS/SARC No.	18-xx	PRMS/SARC Review Required		DSMC Review Frequency (months)	
CTRC Participation	Yes	CTRC No.		CTRC Approval Date	CTRC Category

Comments

Coding Scheme	CTCAE v4.0	Generate MRN	Optional	Automated Sequence No.	No	Use Randomization Algorithm
Internal Account No.	630xxxxxx	Hospital Account No.		Allow Duplicate Enrollment?	Yes	
Allow On Treatment date to be entered before On Study date	No	Populate On Follow-Up Date with Off Treatment Date	No			

Administrative Groups

Management Group	
Med-InfectDisease (Primary)	
Anesthesiology	

Flowchart

Flowchart	Path
Cancer Care	/Cancer Care/Bladder Cancer/Urothelial Cancer

Update | Lock Protocol

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# HOW TO USE THE RESEARCH ADMIN TOOL TO CUSTOMIZE AN ONCORE STUDY WEBPAGE



# RESEARCH ADMIN TOOL: ACCESS

1 To access the Research Admin Tool, you will need to go to:

<https://som.cuanschutz.edu/ResearchStudiesAdmin/>.

**Note:** you must be logged into VPN to access the Research Admin Tool if you are not on campus.

2 Use your University credentials to log into the website.

If you are not the Primary Contact for the study in OnCore then no studies will appear in the 'OnCore Studies' dropdown menu.

If you have not been added as the study editor for a study that has already been customized, then it will not appear under 'Customized Studies' list.

University of Colorado Anschutz Medical Campus Webmail | UCD Access | Canvas | Sign Out

## Research Studies Admin

HOME | FOCUS STUDIES | PARTICIPANT SCREENING | PARTICIPANT DATA

### OnCore Studies

Select an OnCore study to customize for the Research Studies website or add an editor to customize a study.

Select OnCore Study ▾

Customize Study
Add Editor

### Non-OnCore Studies

Add a Non-OnCore Study to the Research Studies website. Only add Studies that are NOT in OnCore.

Add Non-OnCore Study

### Customized Studies

Filter

	Protocol #	Study Title	Updated	Expires	SIP Deleted	
✓	23-1505	Giving Standardized Estradiol Therapy in Transgender Women to Research Interactions with HIV Therapy: the GET IT RighT Study <a href="#">View on Research Studies website</a>	8/22/2024		4/16/2025	
!	24-2018	AWARE Study	4/21/2025			
!	24-1867	The Media, Alcohol, Technology, Couples, and Health (MATCH) Project	4/21/2025			
✓	23-2327	Pregnant Women Needed for a Clinical Trial of Choline Supplements <a href="#">View on Research Studies website</a>	4/16/2025			
✓	12-0181	CoPARC: Colorado Pulmonary Alcohol Research	4/16/2025			





# RESEARCH ADMIN TOOL: CUSTOMIZING AN ONCORE STUDY

3 Once you find the study that you wish to customize, select it from the dropdown menu, it will now appear as the selected study.

4 Click the 'Customize Study' button.

## Research Studies Admin

- HOME
- FOCUS STUDIES
- PARTICIPANT SCREENING
- PARTICIPANT DATA

### Research Studies

#### OnCore Studies

Select an OnCore study to customize for the Research Studies website or add an editor to customize a study.

22-1372: Menstrual profiles and cardiovascular disease risk amo ▾

**Customize Study** Add Editor

#### Non-OnCore Studies

Add a Non-OnCore Study to the Research Studies website. Only add Studies that are NOT in OnCore.

**Add Non-OnCore Study**

### IMPORTANT

Only studies that you are listed as the **Primary Contact** in OnCore will appear in this dropdown menu.

If you are not listed as the Primary Contact in OnCore, then you will need to reach out to that person and have them add you as an Editor using the Research Admin Tool.





# RESEARCH ADMIN TOOL: CUSTOMIZING AN ONCORE STUDY

- 5 Read the Instructions section before you start to make any customizations to your study webpage. It is important that you use plain language and that the content of your study webpage is at or close to an 8<sup>th</sup> grade reading level.

If you need any help with this, please reach out to the Clinical Research Recruitment Team at [ResearchStudies@cuanschutz.edu](mailto:ResearchStudies@cuanschutz.edu)

COMIRB does not review or approve the content on this website. This is the responsibility of the Clinical Research Recruitment Program. Please review Section 13.9.2 of the [COMIRB's Policy and Procedure document](#).

## Instructions

This tool allows you to customize a study webpage that uses OnCore. The sections in this tool make it easy for you to create or customize your study webpage.

All content on the CU Anschutz Research Studies website needs to use plain language and be at or close to an 8th grade reading level. The language of your study webpage should be in second person. For example, instead of saying "Participants in this study will be put into one of two groups". It should read, "You will be put into one of two groups".

The Clinical Research Recruitment Program will help revise your content to ensure it meets the necessary language requirements. There are several required sections. These sections are indicated by an asterisk. If you have any questions or need help using this tool, please reach out to the Clinical Research Recruitment Team at [researchstudies@cuanschutz.edu](mailto:researchstudies@cuanschutz.edu).

---

## IRB APPROVAL FOR RECRUITMENT ON PUBLIC-FACING WEBSITE

The CU Anschutz Research Studies website is a form of recruiting human participants to clinical research studies. You should work with your study's Institutional Review Board (IRB) of Record to see if they require review and approval of your study webpage content.

COMIRB does not review or approve the content on this website. This is the responsibility of the Clinical Research Recruitment Program. Please review Section 13.9.2 of COMIRB Policies and Procedures document.

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Clinical Research Recruitment Program

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UNIVERSITY OF COLORADO ANSCHUTZ MEDICAL CAMPUS



# RESEARCH ADMIN TOOL: CUSTOMIZING AN ONCORE STUDY

6 Your **study title** does not need to match your IRB-approved study title. This is because the IRB-approved study title is lengthy, complex, and not easily understood by the general population.

7 Your **primary objective** is not the primary objective from your protocol or grant, but instead a clear and concise **1-2 sentence statement** of the main purpose of your study. This will appear directly under your study title in the study preview box on the 'Find a Research Study' page and on the individual study webpage.

Title and Objective

**TITLE (REQUIRED)**  
We do not recommend using the IRB approved title because that title usually is very complex and uses scientific jargon. The public will not understand this title. For studies with lengthy titles, it is acceptable and appropriate to revise the title. We recommend revision of titles, so they provide useful information for the public. This includes information about the population of interest, the outcomes of interest, and the disease or condition being studied.

Study Comparing Lifestyle Changes Alone vs. Lifestyle Changes with Metformin for Men with Prostate Cancer to Improve Metabolism

**PRIMARY OBJECTIVE (REQUIRED)**  
Text from the [SIP Configuration Console: Objective] field in OnCore will be displayed unless new text is entered below. This text will appear underneath the title both in the study preview on the 'Find a Research Study' page and on the individual study webpage. It will not be labeled as a separate section. **This section must be less than two sentences.** If your primary objective is more than two sentences it will be cut off in the study preview. This is not a primary objective from your protocol or grant but instead 1-2 sentences about who you are recruiting, why you are doing the studying, and what you are studying.

This study looks at whether men with prostate cancer improve their metabolism more with lifestyle changes alone or with lifestyle changes plus metformin.

**It is important that you use plain language for your title and to summarize the primary objective of the study. You should not use complex scientific language, abbreviations, or medical jargon. Please see the plain language resources provided on [slide 6](#) or the plain language resource document provided on the CU Anschutz Research Website.**





# RESEARCH ADMIN TOOL: CUSTOMIZING AN ONCORE STUDY

- 8 Describe why your study is important, such as additional background information about the disease, population, or treatment.
- 9 Use this section to separate out the lengthy details about the study and include information about what the person will need to do if they join the study. *This section is only available in the Research Admin Tool.*

## Why this Research Matters (required)

Text from the [SIP Console: Description] field in OnCore will be displayed unless new text is entered below. This section can provide more information about why the study is important such as background about the disease or condition being studied, information about the drug or treatment under investigation, and details about whether participants will be randomized or not.

We are inviting men with prostate cancer at UHealth and in the Prostate Cancer Consortium to join a study of how to care for men with prostate cancer who are at risk for metabolic problems. To join this study, you must be an UHealth patient and use MyHealthConnection.

## What to Expect (required)

This section is only available if you use the Research Admin Tool to customize your study webpage. This section should have information about what the person will need to do if they join the study. This may include number, type, and frequency of study visits; what the individual will need to do at the study visits; what the person will need to do in between the study visits; and any other information that you feel is important.

To join this study, you must first agree to be part of the Prostate Cancer Consortium. This is a patient registry, which is a list of people who have prostate cancer. A patient registry is a place where health data is gathered and stored for research. Being in the registry means you agree to let researchers review your health records and use your data for research without extra doctor visits. You also agree to be contacted about future research studies. The patient registry and any future studies will use information and tools already available in your medical record for the study. These studies are called electronic medical record embedded studies.

**It is important that you use plain language to describe your study. You should not use complex scientific language, abbreviations, or medical jargon. Please see the plain language resources provided on [slide 6](#).**







# RESEARCH ADMIN TOOL: CUSTOMIZING AN ONCORE STUDY

12 It is important to include the exact compensation amount that participants will receive, or state that no compensation will be provided. *This section is only available in the Research Admin Tool.*

**Compensation Information**

**COMPENSATION (REQUIRED)**  
Please provide the exact compensation amount that participants may earn. If they will only be compensated that amount if they complete all study visits, then say, "Earn up to \$800" or "Compensated up to \$500 if you complete all study visits". If there is no compensation provided, then please enter "No compensation provided". If you do not want to provide the exact compensation amount but there is compensation, then enter "You will be compensated for your participation". This field is required.

**TRAVEL COMPENSATION**

13 The section is where you can list the PI's name and credentials and upload an alternative photo.

If the PI does not have a CUDoctors.com profile (this will be true of any investigator that is not a clinician) then using the Research Admin Tool to upload a professional photo is important.

**Meet the Team**

The Principal Investigator name, credentials, and photo will be pulled from CUDoctors.com based on email, or an alternate photo can be uploaded below. Please use only professional headshots.

 Thomas Flaig, MD  
Principal Investigator

Send recruitment emails to Principal Investigator?  Yes  No

14 This section can be used to upload a study flyer or other participant facing recruitment materials. *This section is only available in the Research Admin Tool.*

**More Information**

Consider adding other helpful materials, such as study flyers or brochures.





# RESEARCH ADMIN TOOL: CUSTOMIZING AN ONCORE STUDY

15 It is important to select the correct categories as this is how people will find your study. The categories that you chose in the Flowchart of the Management tab in OnCore will automatically appear here, but you can change the categories if you want.

16 It is a great idea to provide the link to your study screener. Interested people will be redirected to the study screener after they complete the webform. *This section is only available in the Research Admin Tool.*

17 Here you have the option to include links to a variety of other websites. Please make sure that the website(s) are CU-affiliated. *This section is only available in the Research Admin Tool.*

## Categories (required)

The categories listed in the [PC Console: Main > Management > Flowchart] section of OnCore will be displayed, unless they are revised below. Drag and drop categories to change order. Drag category out of list to delete.

▼ Cancer 1

## Study Screener Link

Please provide a link to your study specific screener. This is usually a REDCap or Qualtrics survey or questionnaire. By providing this link, your potential participant will be redirected to complete your study screener after they complete the CU Anschutz Research Studies webform.

## Additional Fields

Consider adding other helpful links, such as a Department website. If you add additional websites, please make sure that they are CU-affiliated.

### FACEBOOK LINK

### TWITTER LINK

### ADDITIONAL LINK DESCRIPTION

### ADDITIONAL LINK





# RESEARCH ADMIN TOOL: CUSTOMIZING AN ONCORE STUDY

Review the information that you submitted and make sure that there are no spelling or grammar errors.

Additionally, make sure that you are using plain language, and information is at or below an 8<sup>h</sup> grade reading level.

Check that all required sections, indicated by an asterisk, are completed.

If your study webpage is complete, then hit the submit button.

**By submitting, I am attesting that the following are true:**

- The content does not state or imply a certainty of favorable outcome or other benefits beyond what is in the consent document and protocol.
- The content does not make claims, either explicitly or implicitly, that the investigational treatment is safe or effective.
- The content does not use terms such as "new treatment", "new medication", or "new drug", without explaining that the treatment offered is investigational.
- The content does not include an exculpatory language whereby the sponsor or investigator appears to waive subjects' rights to payment for research related injuries.
- The content does not describe risks and benefits.
- The content uses plain language and is at or close to an 8th grade reading level.

**ADMINISTRATION COMMENTS**

**ADDITIONAL COMMENTS**

Submit

Cancel



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# HOW TO USE THE RESEARCH ADMIN TOOL TO CREATE A NON-ONCORE STUDY WEBPAGE



# RESEARCH ADMIN TOOL: ACCESS

1 To access the Research Admin Tool, you will need to go to:

<https://som.cuanschutz.edu/ResearchStudiesAdmin/>.

**Note:** you must be logged into VPN to access the Research Admin Tool if you are not on campus.

2 Use your University credentials to log into the website.

3 If you are using this tool to create a study webpage for a study that is not in OnCore, then you will need to click the 'Add Non-Oncore Study' button.

University of Colorado Anschutz Medical Campus

Webmail | UCD Access | Canvas | Sign Out

## Research Studies Admin

HOME FOCUS STUDIES PARTICIPANT SCREENING PARTICIPANT DATA

### Research Studies

#### OnCore Studies

Select an OnCore study to customize for the Research Studies website or add an editor to customize a study.

Select OnCore Study

Customize Study Add Editor

#### Non-OnCore Studies

Add a Non-OnCore Study to the Research Studies website. Only add Studies that are NOT in OnCore.

Add Non-OnCore Study

### Customized Studies

Filter

	Protocol #	Study Title	Updated	Expires	SIP Deleted	
✓	23-1505	Giving Standardized Estradiol Therapy in Transgender Women to Research Interactions with HIV Therapy: the GET IT RighT Study <a href="#">View on Research Studies website</a>	8/22/2024		4/16/2025	    
!	24-2018	AWARE Study	4/21/2025			   
!	24-1867	The Media, Alcohol, Technology, Couples, and Health (MATCH) Project	4/21/2025			   
✓	23-2327	Pregnant Women Needed for a Clinical Trial of Choline Supplements <a href="#">View on Research Studies website</a>	4/16/2025			    
✓	12-0181	CoPARC: Colorado Pulmonary Alcohol Research	4/16/2025			    



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# RESEARCH ADMIN TOOL: NON-ONCORE STUDY WEBPAGE

4 Enter the study's COMIRB# and then click 'submit'.

If you are creating a separate study webpage for a healthy volunteer cohort, then use the same COMIRB# as the main study webpage but add an 'x' at the end.

University of Colorado Anschutz Medical Campus

Webmail | UCD Access | Canvas | Sign Out

## Research Studies Admin

HOME | FOCUS STUDIES | PARTICIPANT SCREENING | PARTICIPANT DATA

### Add Non-OnCore Study

Verify Protocol Number

Submit Cancel



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# RESEARCH ADMIN TOOL: NON-ONCORE STUDY WEBPAGE

- 5 Read the Instructions section before you start to make any customizations to your study webpage. It is important that you use plain language and that the content of your study webpage is at or close to an 8<sup>th</sup> grade reading level. If you need any help with this, please reach out to the Clinical Research Recruitment Team at [ResearchStudies@cuanschutz.edu](mailto:ResearchStudies@cuanschutz.edu)

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## Instructions

This tool allows you to customize a study webpage that uses OnCore. The sections in this tool make it easy for you to create or customize your study webpage.

All content on the CU Anschutz Research Studies website needs to use plain language and be at or close to an 8th grade reading level. The language of your study webpage should be in second person. For example, instead of saying "Participants in this study will be put into one of two groups". It should read, "You will be put into one of two groups".

The Clinical Research Recruitment Program will help revise your content to ensure it meets the necessary language requirements. There are several required sections. These sections are indicated by an asterisk. If you have any questions or need help using this tool, please reach out to the Clinical Research Recruitment Team at [researchstudies@cuanschutz.edu](mailto:researchstudies@cuanschutz.edu).

## IRB APPROVAL FOR RECRUITMENT ON PUBLIC-FACING WEBSITE

The CU Anschutz Research Studies website is a form of recruiting human participants to clinical research studies. You should work with your study's Institutional Review Board (IRB) of Record to see if they require review and approval of your study webpage content.

COMIRB does not review or approve the content on this website. This is the responsibility of the Clinical Research Recruitment Program. Please review Section 13.9.2 of COMIRB Policies and Procedures document.



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# RESEARCH ADMIN TOOL: NON-ONCORE STUDY WEBPAGE

6 Your **study title** does not need to match your IRB-approved study title. This is because the IRB-approved study title is lengthy, complex, and not easily understood by the general population.

7 Your **primary objective** is not the primary objective from your protocol or grant, but instead a clear and concise **1-2 sentence statement** of the main purpose of your study. This will appear directly under your study title in the study preview box on the 'Find a Research Study' page and on the individual study webpage.

## Title and Objective

### TITLE (REQUIRED)

We do not recommend using the IRB approved title because that title usually is very complex and uses scientific jargon. The public will not understand this title. For studies with lengthy titles, it is acceptable and appropriate to revise the title. We recommend revision of titles, so they provide useful information for the public. This includes information about the population of interest, the outcomes of interest, and the disease or condition being studied.

Study Comparing Lifestyle Changes Alone vs. Lifestyle Changes with Metformin for Men with Prostate Cancer to Improve Metabolism

### PRIMARY OBJECTIVE (REQUIRED)

Text from the [SIP Configuration Console: Objective] field in OnCore will be displayed unless new text is entered below. This text will appear underneath the title both in the study preview on the 'Find a Research Study' page and on the individual study webpage. It will not be labeled as a separate section. **This section must be less than two sentences.** If your primary objective is more than two sentences it will be cut off in the study preview. This is not a primary objective from your protocol or grant but instead 1-2 sentences about who you are recruiting, why you are doing the studying, and what you are studying.

This study looks at whether men with prostate cancer improve their metabolism more with lifestyle changes alone or with lifestyle changes plus metformin.

**It is important that you use plain language for your title and to summarize the primary objective of the study. You should not use complex scientific language, abbreviations, or medical jargon. Please see the plain language resources provided on [slide 6](#) or the plain language resource document provided on the CU Anschutz Research Website.**





# RESEARCH ADMIN TOOL: NON-ONCORE STUDY WEBPAGE

8 Describe why this study is important, such as additional background information about the disease, population, or treatment.

9 Use this section to separate out the lengthy details about the study and include information about what the person will need to do if they join the study. *This section is only available in the Research Admin Tool.*

## Why this Research Matters (required)

Text from the [SIP Console: Description] field in OnCore will be displayed unless new text is entered below. This section can provide more information about why the study is important such as background about the disease or condition being studied, information about the drug or treatment under investigation, and details about whether participants will be randomized or not.

We are inviting men with prostate cancer at UHealth and in the Prostate Cancer Consortium to join a study of how to care for men with prostate cancer who are at risk for metabolic problems. To join this study, you must be an UHealth patient and use MyHealthConnection.

## What to Expect (required)

This section is only available if you use the Research Admin Tool to customize your study webpage. This section should have information about what the person will need to do if they join the study. This may include number, type, and frequency of study visits; what the individual will need to do at the study visits; what the person will need to do in between the study visits; and any other information that you feel is important.

To join this study, you must first agree to be part of the Prostate Cancer Consortium. This is a patient registry, which is a list of people who have prostate cancer. A patient registry is a place where health data is gathered and stored for research. Being in the registry means you agree to let researchers review your health records and use your data for research without extra doctor visits. You also agree to be contacted about future research studies. The patient registry and any future studies will use information and tools already available in your medical record for the study. These studies are called electronic medical record embedded studies.

**It is important that you use plain language to describe your study. You should not use complex scientific language, abbreviations, or medical jargon. Please see the plain language resources provided on [slide 6](#).**







# RESEARCH ADMIN TOOL: NON-ONCORE STUDY WEBPAGE

12 It is important to include the exact compensation amount that participants will receive, or state that no compensation will be provided. *This section is only available in the Research Admin Tool.*

13 The section is where you can list the PI's name and credentials and upload an alternative photo.

If the PI does not have a CUDoctors.com profile (this will be true of any investigator that is not a clinician) then using the Research Admin Tool to upload a professional photo is important.

14 This section can be used to upload a study flyer or other participant facing recruitment materials. *This section is only available in the Research Admin Tool.*

**Compensation Information**

**COMPENSATION (REQUIRED)**  
Please provide the exact compensation amount that participants may earn. If they will only be compensated that amount if they complete all study visits, then say, "Earn up to \$800" or "Compensated up to \$500 if you complete all study visits". If there is no compensation provided, then please enter "No compensation provided". If you do not want to provide the exact compensation amount but there is compensation, then enter "You will be compensated for your participation". This field is required.

**TRAVEL COMPENSATION**

---

**Meet the Team**

The Principal Investigator name, credentials, and photo will be pulled from CUDoctors.com based on email, or an alternate photo can be uploaded below. Please use only professional headshots.

 Thomas Flaig, MD  
Principal Investigator

Send recruitment emails to Principal Investigator?  Yes  No

---

**More Information**

Consider adding other helpful materials, such as study flyers or brochures.





# RESEARCH ADMIN TOOL: NON-ONCORE STUDY WEBPAGE

15 It is important to select the correct categories as this is how people will find your study. The categories that you chose in the Flowchart of the Management tab in OnCore will automatically appear here, but you can change the categories if you want.

16 It is a great idea to provide the link to your study screener. Interested participant will be redirected to the study screener after they complete the participant contact and demographic web form. *This section is only available in the Research Admin Tool.*

17 Here you have the option to include links to a variety of other websites. Please make sure that the website are CU-affiliated. *This section is only available in the Research Admin Tool.*

## Categories (required)

The categories listed in the [PC Console: Main > Management > Flowchart] section of OnCore will be displayed, unless they are revised below. Drag and drop categories to change order. Drag category out of list to delete.

▼ Cancer 1

## Study Screener Link

Please provide a link to your study specific screener. This is usually a REDCap or Qualtrics survey or questionnaire. By providing this link, your potential participant will be redirected to complete your study screener after they complete the CU Anschutz Research Studies webform.

## Additional Fields

Consider adding other helpful links, such as a Department website. If you add additional websites, please make sure that they are CU-affiliated.

### FACEBOOK LINK

### TWITTER LINK

### ADDITIONAL LINK DESCRIPTION

### ADDITIONAL LINK



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# RESEARCH ADMIN TOOL: NON-ONCORE STUDY WEBPAGE

Review the information that you submitted and make sure that there are no spelling or grammar errors.

Additionally, make sure that you are using plain language, and information is at or below an 8<sup>h</sup> grade reading level.

Check that all required sections, indicated by an asterisk, are completed.

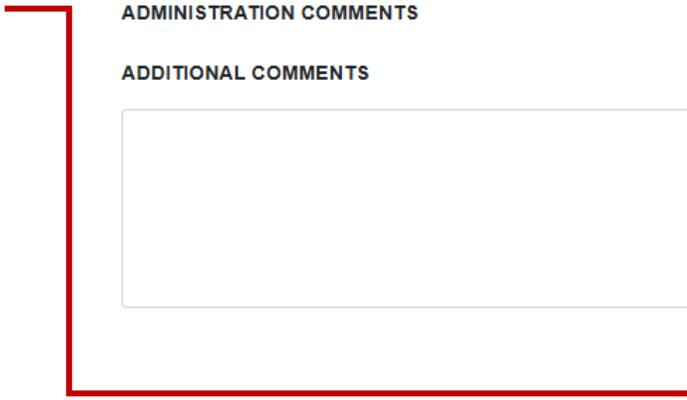
If your study webpage is complete, then hit the submit button.

**By submitting, I am attesting that the following are true:**

- The content does not state or imply a certainty of favorable outcome or other benefits beyond what is in the consent document and protocol.
- The content does not make claims, either explicitly or implicitly, that the investigational treatment is safe or effective.
- The content does not use terms such as "new treatment", "new medication", or "new drug", without explaining that the treatment offered is investigational.
- The content does not include an exculpatory language whereby the sponsor or investigator appears to waive subjects' rights to payment for research related injuries.
- The content does not describe risks and benefits.
- The content uses plain language and is at or close to an 8th grade reading level.

**ADMINISTRATION COMMENTS**

**ADDITIONAL COMMENTS**





# REVIEW AND APPROVAL PROCESS



# RESEARCH STUDIES WEBSITE: REVIEW AND APPROVAL PROCESS

The study webpage will be reviewed by the Clinical Research Recruitment Team.

During the review process we are evaluating your study webpage for the following criteria:

- ✓ All required sections are complete.
- ✓ There are no spelling and grammar mistakes.
- ✓ Complete sentences are used.
- ✓ The information is summarized using plain language and it is at or below the 8<sup>th</sup> grade reading level.
- ✓ All medical or study procedures are explained in a clear and understandable way.

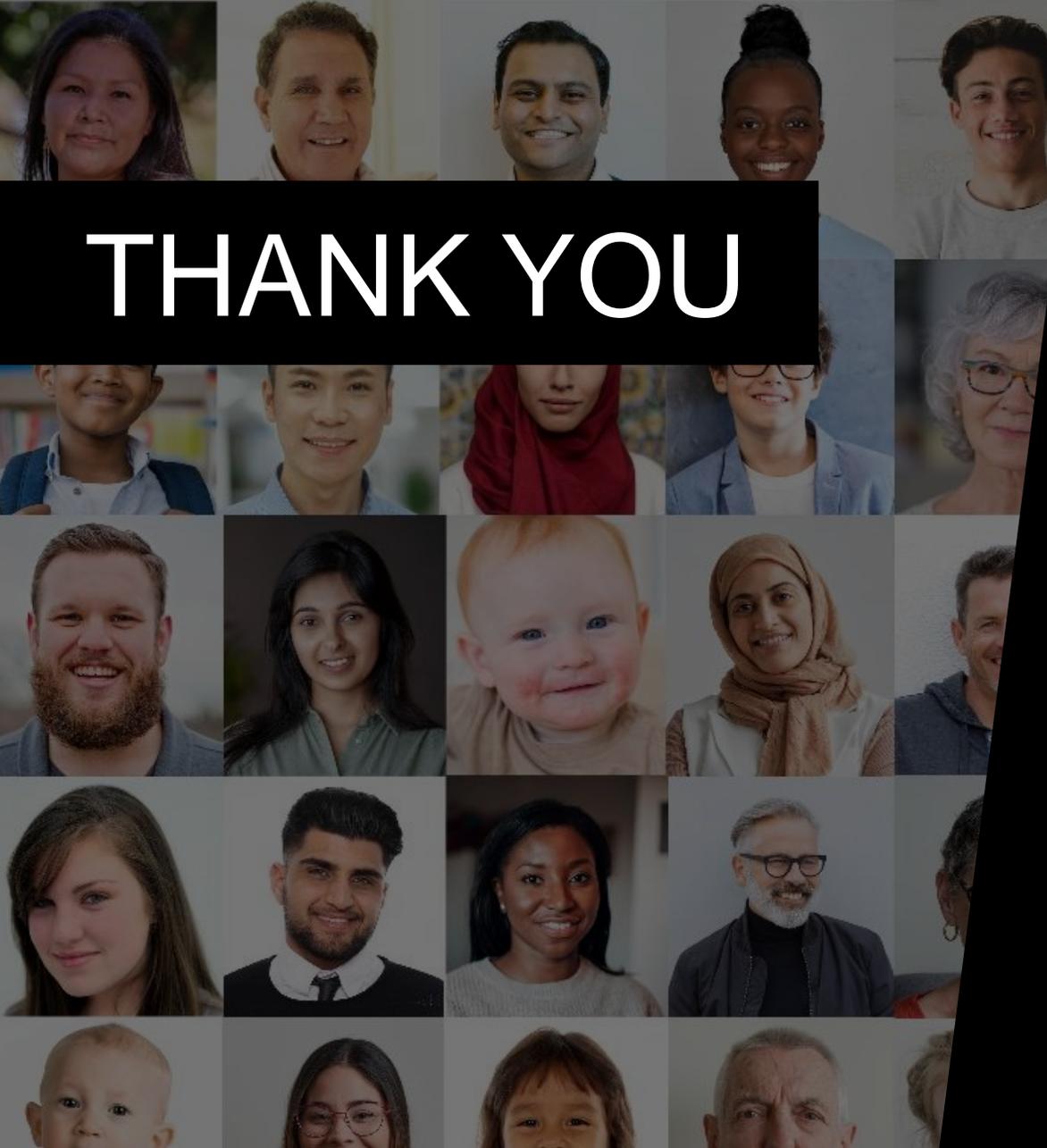
**Your study webpage will not be approved until all the requirements above are met.**



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# THANK YOU

For more information, check out our website at  
[research.cuanschutz.edu/cros/recruitment](https://research.cuanschutz.edu/cros/recruitment)

The Clinical Research Recruitment Program is partially funded by  
the [Colorado Clinical and Translational Sciences Institute \(CCTSI\)](#)  
through NIH/NCATS grant UM1TR004399.



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Office of the Vice Chancellor for Research  
UNIVERSITY OF COLORADO DENVER | ANSCHUTZ MEDICAL CAMPUS



Colorado Clinical and Translational  
Sciences Institute (CCTSI)  
UNIVERSITY OF COLORADO DENVER | ANSCHUTZ MEDICAL CAMPUS