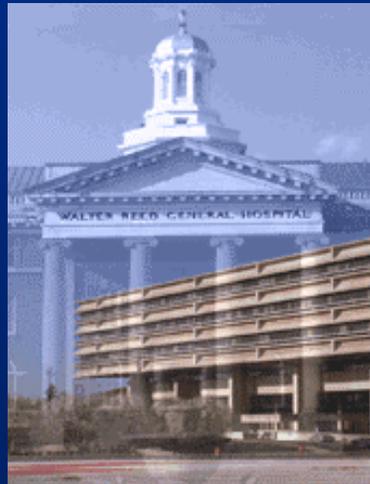


# Publishing a DCI Newsletter



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# **Publishing a DCI Newsletter: Who, What, When, Where, Why and How**

**1. Goal(s)**

**2. Content**

**3. Logistics**



# **Overall Goal of a DCI Newsletter:**

**Service to the WRAMC research  
community & DCI employees**



# Specific Goals

- Inform
- Educate
- Clarify
- Public Image



# Inform

Inform the WRAMC research community of:

**1-Current/changing regulations & procedures**

**2-Available DCI services**

**3-Educational Offerings Available**

**4-Research being conducted at WRAMC**

**5-General Announcements**



# Inform

## 1) Current/changing regulations & procedures:

- Major amendments to NIH Guidelines for gene therapy research
- Policy Update on Intramural Funding of Protocols
- Chemical Tracking (HMMP/HSMS)
- New SOP for the Handling of Data/Tissue with Lost Consent Forms
- Establishment of an IBC



# Inform

## 2) Available DCI Services:

### ➤ Laboratory Support

- state-of-the-art equipment
- accessible laboratory space
- highly trained personnel

### ➤ Computer Support

- workstations, color printers, etc.

### ➤ Biometrics Section

- consultation on study design, sample size estimation, data analysis



# Inform

## 3) Educational Offerings Available:

- Research Course (“live” & web)
- Molecular Biology Course
- Research in Clinical Medicine
- Statistical Analysis Using SPSS



# Inform

## 4) Recognize the Research Being Conducted:

- Highlight investigators on their accomplishments
- List recently approved protocols at WRAMC
- List recent WRAMC publications



# Inform

## 5) General Announcements:

- Bailey K. Ashford Research Award
- USUHS Research Day
- HUC/CIC/IBC schedules
- Websites/conferences of interest
- New DCI employees & BMAR reminder



# Educate & Clarify

- **Basic principles for conducting research**
- **Common misunderstandings & mistakes**



# Educate

- **Education on the basic principles of research including:**
  - **Research design and statistical analysis**
  - **Designing studies of medical tests**
  - **Developing the “Background & Significance” section of the protocol**
  - **Using a questionnaire in a research project to measure quality**



# Clarify

- **FAQs regarding publication clearance, CRDAs, audits, exempt protocols, etc.**
- **What is an adverse event and how do I report one?**
- **Review as a continuing process**
- **Funding for research proposals**
- **Guide to completing the consent form**
- **DCI protocol review & approval flow chart**



# Public Image

- **Help researchers understand that DCI is here to assist them**
- **Answer & address any questions or concerns that may arise**
- **Improve communication with the investigator**



# Logistics

- **Must be a team effort**
- **Make sure your newsletter grabs the researcher's attention**
- **Published quarterly**
- **Designed using CorelDRAW and converted to pdf file**
- **Printed newsletter vs. e-mail/web**



# Distribution

- Distributed via e-mail to:
  - Pls
  - DCI staff
  - Department Chiefs
  - Commander/Deputy Commanders
  - Other military DCIs
  - HMJF, TRUE, FACT, Geneva, etc
- Posted on website and printed for stand.  
[www.wramc.amedd.army.mil/departments/dci](http://www.wramc.amedd.army.mil/departments/dci)



# Questions?

