**ATLANTA WIHS CONCEPT IMPLEMENTATION QUESTIONNAIRE**

Congratulations on the approval of your concept sheet! In order for the Atlanta WIHS team to be better able help you implementing your concept, please provide us the information about your project, filling out the form below. If you have any questions about items on the form or need help filling out the form, please contact Shanon Thomas at shanon.l.thomas@emory.edu.

**CS Information:**

**Date:** Click here to enter text.

**Investigators:** Click here to enter text.

**Contact info: a) email** Click here to enter text. **b) phone** Click here to enter text.

**CS Title:** Click here to enter text.

**CS Readme #:** Click here to enter text.

**CS Approval date #:** Click here to enter text.

**Project Information:**

1. Is this your first WIHS-approved concept? [ ]  Yes [ ]  No
2. Have you received orientation in WIHS data and processes? [ ]  Yes [ ]  No
3. Does your study involve: [ ]  existing WIHS data [ ]  future WIHS data
4. Does your study require new data collection different from core WIHS visit? [ ]  Yes [ ]  No
5. Do you plan to request WIHS samples? [ ]  Yes [ ]  No
6. Do you need statistical support? [ ]  Yes [ ]  No
7. Do you need lab support? ☐ Yes ☐ No
	1. If yes, which support do you need? [ ]  Sample processing [ ]  Sample storage [ ]  Sample shipment [ ]  Repository use
	2. If sample storage is required, please note for how long Click here to enter text.
	3. If shipment is required, please note how many times per year Click here to enter text.
8. What is the time line of your study, i.e. estimated completion date? Click here to enter text.
9. Is this study related to an existing grant? [ ]  Yes [ ]  No

If yes, funding institution name and grant # Click here to enter text.

1. Do you have an Emory eIRB account? [ ]  Yes [ ]  No
2. Are you Key Concepts for Investigators & CITI certified? [ ]  Yes [ ]  No

**New Data Collection Information (fill out only if you plan new data collection):**

1. Are you new to human subjects research? [ ]  Yes [ ]  No
2. Is IRB & OCR review needed? [ ]  Yes [ ]  No
3. Are there billable items (labs/clinic services) for this study? [ ]  Yes [ ]  No
4. Is biosafety/radiation approval needed? [ ]  Yes [ ]  No
5. What are the target dates for the beginning and end of proposed data collection? Click here to enter text.
6. Is this a multi-site WIHS concept that includes Emory? [ ]  Yes [ ]  No

**If Yes:**

* 1. Please, list other participating sites Click here to enter text.
	2. Please, describe if you need any help coordinating research at those sites and whether there are any possible issues with study implementation at other sites Click here to enter text.
1. Does your proposed data collection involve: [ ]  unstructured interviews [ ]  survey [ ]  focus groups [ ]  physical exam [ ]  lab processing [ ]  sample collection [ ]  sample storage [ ]  sample shipment?
2. If your project involves participant enrollment:
	1. How many participants do you plan to enroll? Click here to enter text.
	2. What are your inclusion/exclusion criteria? Click here to enter text.
3. Please, provide brief description of proposed data collection Click here to enter text.
4. What staff support do you need for your data collection? [ ]  interviewer [ ]  clinician [ ]  lab technician [ ]  data management [ ]  project coordinator [ ]  recruitment coordinator
5. What compensation do you offer for: a) Atlanta WIHS staff involvement Click here to enter text. b) Participants Click here to enter text.

Thank you for completing the form!

Please, email the completed form to the Atlanta WIHS PD, Rachael Farah-Abraham at rfaraha@emory.edu

**For office use only:**

Does investigator need:

* 1. New investigator orientation? [ ]  Yes [ ]  No [ ]  Scheduled?
	2. Meeting with data manager? [ ]  Yes [ ]  No [ ]  Scheduled?
	3. Meeting with lab manager? [ ]  Yes [ ]  No [ ]  Scheduled?
	4. Meeting with regulatory coordinator? [ ]  Yes [ ]  No [ ]  Scheduled?
	5. Meeting with site coordinator? [ ]  Yes [ ]  No [ ]  Scheduled?
	6. Meeting with PD? [ ]  Yes [ ]  No [ ]  Scheduled?
	7. Meeting with biostatistician? [ ]  Yes [ ]  No [ ]  Scheduled?
	8. Meeting with Atlanta WIHS PIs? [ ]  Yes [ ]  No [ ]  Scheduled?