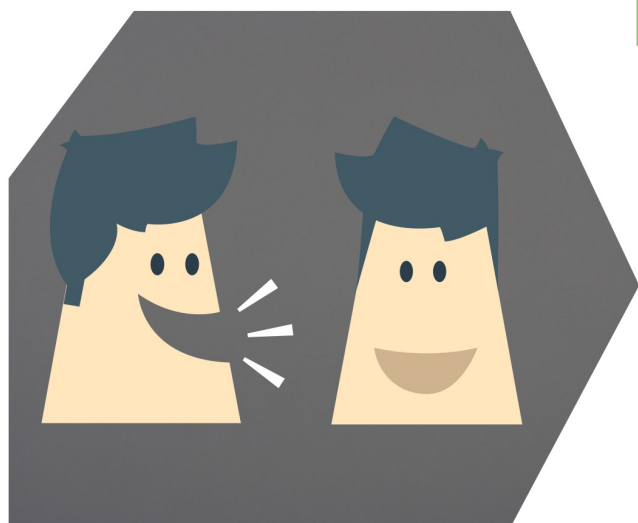


TIPS FOR TRAINING NEW COORDINATORS



1 Discuss gray areas

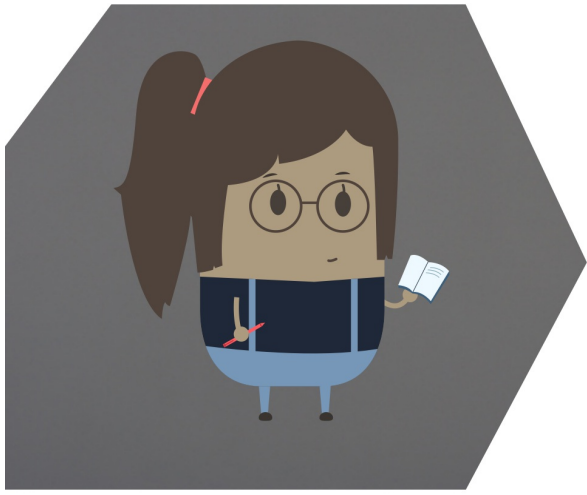
- The issues faced by clinical research coordinators do not always have clear-cut solutions.
- Discuss potential issues with your new coordinator and help him or her work through possible solutions.

2 Provide real world examples throughout training

- If a coordinator shadows or gets hands-on experience from the beginning, they can more successfully comprehend training materials.
- This facilitates learning and makes training more effective.



3 Incorporate longitudinal education into the coordinator's position



- Coordinators can benefit from formal and informal education in the months and years after they are hired.
- Use experiences with patients and challenges that arise as opportunities to further educate coordinators.

4 Emphasize the importance of balancing numerous tasks

- Clinical research coordinators have many responsibilities, including collecting data from participants, performing the informed consent process, monitoring trial procedures, and ensuring that research guidelines are followed.
- Exposing coordinators to all of their responsibilities from the beginning and advising them on how to best juggle multiple tasks will be extremely beneficial.



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