



BRIGHAM AND WOMEN'S HOSPITAL

Introduction to Research at Brigham and Women's Hospital



Barbara E. Bierer, M.D.
Senior Vice President, Research

Welcome to Brigham and Women's Hospital and congratulations on your appointment to the Brigham and Women's Hospital (BWH) and Harvard Medical School. We are delighted that you have decided to work in this institution and are convinced that your contributions will enhance our internationally recognized research program. With total research expenditures exceeding \$410 million in FY2006, BWH has 2,600 professional and technical staff devoted to research, including over 1,000 Principal Investigators (PIs) and 800 research fellows. For the past ten years, BWH has been one of two leading independent hospitals nationwide in grants and awards from the National Institutes of Health (NIH). BWH is a teaching affiliate of Harvard Medical School (HMS). Training and teaching future generations of physicians and scientists is one of our most important commitments and helps to maintain the excellence of the Brigham and Women's Hospital. Thank you for joining us.

Last year, BWH launched the Biomedical Research Institute (BRI) creating an even stronger infrastructure to support the advancement of some of the most important basic, translational, epidemiological, and clinical research studies in the world.

This handout gives additional information and resources to help those involved in research activities here at BWH. Please use it as a resource as you familiarize yourself with the institution. But please note that given the complexity of the enterprise, special circumstances and situations may arise that are beyond the scope of these resources. Please consult with your department, Research Management, or Human Resources consultant for more detailed information or with specific questions.

We look forward to working with you as we train the next generation of physicians and scientists and continue our commitment to keep BWH on the leading edge of technology and research. Your efforts are critical to our mission and I wish you much success.

Sincerely,

Barbara E. Bierer, M.D.
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BWH Biomedical Research Institute

The BRI aims to foster inter-departmental and inter-disciplinary research and to provide a clear voice for the BWH research community. All members of the BWH community, including but not limited to trainees, nurses, physicians, scientists, across all departmental affiliations are invited to participate in the BRI's comprehensive research Centers and Programs, which include the Cancer Research Center, Cardiovascular Research Center, the Center for Human Genetics, Infectious and Immunologic Diseases Research Center, Musculoskeletal Research Center, Neurosciences Research Center, Stem Cell/Regenerative Medicine/Tissue Engineering Research Center, Women's Health Research Center, the Clinical Research Program, Imaging Program, and Animal/Pre-Clinical Models Program. More information can be found at <http://bwhbri.partners.org/AboutLandingPage.asp>. Questions can be directed to bwhbri@partners.org.

Research Email Lists

Research Administration has a list server in order to disseminate important information to the entire research community. To sign up send a blank email to RICS-L-ON@listserv.bwh.harvard.edu. You will then receive an automatic reply asking you to confirm your email address. Once you do that, you will receive another message welcoming you to the list. Research emails are sent two or three times a week with the latest announcements, funding opportunities, and items of particular interest to the research community.

The BWH Center for Clinical Investigation sends regular announcements regarding issues specific to clinical research including but not limited to, human research policy, grant opportunities, upcoming courses/seminars, and service offerings. If you would like to be included on this distribution list, please send an email request to CenterforClinicalInvestigation@partners.org.

BWH Office for Postdoctoral Careers (OPC)

The Office for Postdoctoral Careers (OPC), within the Center for Faculty Development & Diversity (CFDD) at the Brigham and Women's Hospital was established to address the needs of postdoctoral fellows. The mission of the OPC is to support the next generation of career scientists by recognizing the value and contributions of postdoctoral scholars, enhancing the training experience, encouraging professional responsibility, fostering effective mentoring and providing guidance for future career choices. Postdocs are encouraged to sign up for the email distribution list by simply emailing BWHPostdocCareers@partners.org with "subscribe" in the subject field. Weekly emails are sent which include, helpful information (tips, general and social events), career and professional development, as well as funding and scholarly and opportunities. For more information, visit the intranet site at: <http://bwhbri.partners.org/bwh-opc/home.asp> or crotondi@partners.org, Caroline Rotondi, Administrative Director, Office for Postdoctoral Careers (OPC), 617 525-9323.

Harvard Medical School Badge (for Postdoctoral Fellows)

The majority of postdoctoral fellows are appointed to Harvard Medical School (HMS). As an appointee to the medical school, you are eligible for a Harvard University Officer's ID card, providing access to the Harvard libraries, shuttle service at no cost, and participation in the Harvard athletic facilities for a small fee. To obtain a Harvard ID, you must visit one of the photo capture sites to have your picture taken. An official picture identification card (hospital ID, driver's license, passport) is necessary to obtain the ID. In the Longwood medical area, you can have your photo taken at: Harvard School of Public Health, Kresge Building, 677 Huntington Avenue, Room 103A

BWH Biosafety Resources

BWH Biosafety Officer
Ted Myatt, ScD
tmyatt@partners.org
617-964-8550

BWH Lab Safety Coordinator & Associate
Casey Lucas
cmlucas@partners.org
617-525-7341

ALL research laboratory staff and faculty must complete annual safety training. Information on requirements and availability of training can be found on the Environmental Affairs intranet site at: http://bwhbri.partners.org/BWH_EnviroAffairs/BWH_Environmental_Affairs_EHSTraining.asp.

Additional safety information and contacts can be found on the intranet site at:
http://bwhbri.partners.org/BWH_EnviroAffairs/BWH_Environmental_Affairs_Homepage.asp.

Remember investigators planning a new or amended research project, MUST contact the BWH Biosafety Officer before studies begin if they involve:

- Recombinant DNA
- Select Agents
- Infection Agents
- Biological Toxins
- Human and non-human primate blood, tissues or cell lines

Chemical Hygiene Plan (CHP)

The CHP describes practices and procedures necessary for maintaining a safe working environment in BWH labs. Special topics include methods to reduce exposure to hazardous chemicals, measures to ensure lab equipment is functioning properly and provisions for protection while working with particularly hazardous substances.
http://bwhbri.partners.org/BWH_EnviroAffairs/BWH_Environmental_Affairs_Manuals.asp.

Environmental Safety Manual

The Environmental Safety Manual contains hospital-wide policies and procedures for maintaining a safe working environment. In addition to hospital safety policies, employees can find security information, information regarding hazardous materials and wastes, emergency management information, and medical equipment policies. These are available on the intranet by visiting the Department of Environmental Affairs website located on the Brigham and Women's Hospital Biomedical Research Institute Research Intranet, or by visiting the BWH Pikenotes Intranet, in the Staff Resources page under Hospital-Wide Policies and Manuals section.
http://bwhbri.partners.org/BWH_EnviroAffairs/BWH_Environmental_Affairs_Manuals.asp.

Radiation Safety

If you are using radioactive materials in your research activities, you must notify the Radiation Safety Office to ensure that you receive the required training to prevent unnecessary exposure of yourself and others and to avoid contamination of the surroundings. In addition, the BWH Laboratory Radiation Safety Rules and Regulations are posted in each laboratory and copies of the Radiation Safety Manual are available, as appropriate. The safety manual, available at <http://www.bwhpikenotes.org>, provides detailed policy information including radiation safety, emergency management, fire safety, and important information regarding hazardous materials and wastes.



Some Helpful Links:

BWH-BRI Research Intranet – Created and maintained by the research community at BWH, the research intranet is your connection to your colleagues. The site includes news and information on research centers and departments, research administration, grants, funding and regulatory information, research and scientific resources, contact directories, and more. Currently, access is only available from within the Partners firewall. Direct questions to Christine Soh (csoh@partners.org). <http://bwhbri.partners.org/>

Research Core Facilities – Available for use by the BWH research community
<http://www.partners.org/researchcores/home.asp>

Animal Research Information – For research staff who use animal subjects in their work
<https://arcm.med.harvard.edu/>

PHS Human Research Office – For research staff who perform clinical research or interact with human subject research
http://phsresearchintranet.partners.org/PHS_IRB/PHS_IRB_HomePage.asp

PHS Human Research Quality Improvement – provides on-going support and education to the research community to ensure clinical research compliance
http://phsresearchintranet.partners.org/PHS_HumanResearchQI/PHS_HumanResearchQI_HomePage.asp

The Center for Clinical Investigation – provides access to coordinated programs to assist with every component of any given clinical research study, from translation to outcomes
<http://www.brighamandwomens.org/cci/>

The Clinical Trials Center – a convenient facility for outpatient clinical trials
http://www.brighamandwomens.org/cci/cci_ctc_hm.aspx

Research Patient Data Registry – an online query tool provides aggregate numbers of patients with user-defined characteristics for use in research studies
<http://www.partners.org/rescomputing/template.asp?pageid=99&ArticleTitle=RPDR&level1ID=9&tocID=9&articleSubPage=true>

Research Ventures and Licensing Department – including the Offices of Corporate Sponsored Clinical Research and Corporate Sponsored Research and Licensing
<http://www.partners.org/rol/>

Brigham Research Infrastructure Services and Communications (BRISC) – inform the BWH research community of updates relating to Research Administration
<http://bwhbri.partners.org/brisc/homepage.asp>

Standard Information for Grant Applications – All the relevant BWH institution information necessary for grant applications
<http://bwhbri.partners.org/ResearchAdmin/Grants/standardgrantinfo.asp>

PHS Office of General Council Policies – Relating to the performance of research including Conflicts of Interest and Code of Conduct Policies
<http://pulse.partners.org/gc/policies.htm>

BWH Human Resources – HR policies, forms, and links available to all BWH employees
http://is.partners.org/hr/New_Web/bwh/index.htm

BWH PikeNotes Intranet – HR policies, forms, and links available to all BWH employees
<http://www.bwhpikenotes.org/>

Education & Networking Offerings for RCDC, CCI, OPC, CFDD and OWC – meetings and events offered for the development of our research staff
<http://www.brighamandwomens.org/view/viewEvents.aspx?audience=1>