

Research Resources Guide

UCSF Department of Anesthesia and Perioperative Care

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I. Anesthesia Research Team (see [Org Chart](#))

The current research portfolio consists of \$33M of extramural funds and \$4.5M of intramural and department-funded awards.

Kate Alfieri, PhD – Director of Research Development and Training

Kate.Alfieri@ucsf.edu | 415-514-9213

Provides scientific and administrative perspective to leadership for the conceptualization, planning, and development of research development and training operations in order to advance the department's research enterprise. She serves as the primary scientific advisor to the Vice Chair for Research and liaison between the Research Operations Committee (ROC), the Ronald D. Miller Professor, the Director of Clinical Research, and the Anesthesia Biostat and Clinical Research Design (ABCD) Group. Contact Kate for questions about research mentorship and training (including the Research Scholars Track, T32 Training Program, and Pathway to Scientific Independence), identifying funding opportunities, grant writing and review, NIH Biosketches, letters of support from the Chair and Vice Chair for Research, DEI initiatives in the research domain, the ABCD Group, and MPOG.

Nancy Ha – Director of Research Administration

Nancy.Ha@ucsf.edu | 415-476-4762

Provides direction and leadership for the fiscal and administrative management of the research domain to sustain and advance the department's research enterprise. As the liaison to the ROC, Chair, and Associate Chair of Finance and Administration for research finances, she oversees the PI Portfolio team's post-award management and reporting of intra and extramural contracts and grants to ensure compliance to sponsor and University regulations, as well as pre-award activities not handled by OSR and OCTA. Contact Nancy for assistance with budget preparation for intramural grant applications, prior-approval requests (NCE, carryover, research scholar spending, etc.) pertaining to department-funded projects, research space & equipment inquiries, and any general pre-award and research finance & operations questions.

Julie Leong – Research Education and Administration Analyst

Julie.Leong@ucsf.edu | 415-320-7091

Plans, coordinates, and maintains research education and development programs for learners and faculty such as the visiting speakers program, research lecture series, and annual research symposium. She manages the annual award cycle for Ongoing, New Direction, and Clinical Seed awards, and assists with pre- and post-award actions for extramural contracts and grants, such as sub-award requests and correspondence, no-cost-extensions, carryforward requests, award advances, contract preparation for Pulse Oximeter studies (including award amendments), and generation of updated faculty Other Support pages and other JIT information.

Dulce Mohler – PI Portfolio Team Manager

Dulce.Mohler@ucsf.edu | 415-476-3901

Provides leadership, training, and expertise to the PI Portfolio team and research faculty in all financial post-award management activities for sponsored and intramural funds, as well as compliance with sponsor and University regulations. She serves as the department's financial representative for any audits of sponsored projects, develops and implements procedures and internal controls to help her team effectively manage contracts and grants, and is responsible for all PI effort reporting. Dulce reviews and approves all financial transactions related to research including travel vouchers (MyExpense), BearBuy requisitions and payment reimbursements, subcontract invoices, and salary and non-payroll expenditure cost transfers. In addition to her managerial duties, she performs financial analysis and reporting for her own PI portfolio.

PI Portfolio Team – Please go [here](#) to find your analyst

The PI Portfolio team members work to support all aspects related to managing intra and extramural awards, department RFAs and clinical seeds, endowments, and research scholar funds. This includes performing financial analysis and reporting, reconciliation and verification of ledger accounts, preparation of BearBuy requisitions, reimbursements, journal entries for salary and non-payroll expense transfers, etc. In addition, they work with Contracts and Grants Accounting to ensure and prepare timely and accurate invoices, reports, and award closeouts. Some team members also provide administrative support to help labs receive deliveries.

Jillene Sturgess-DaPrato, MS – Senior Clinical Research Coordinator

Jillene.Sturgess-Daprato@ucsf.edu | 415-885-7388

Develops and implements services to promote and sustain clinical research in the Department under the direction of the Director of Clinical Research and Director of Research Development and Training. Provides administrative support for ApEX, OCTA, the IRB, and OnCore and leads training and engagement opportunities for the Department CRC community. Contact Jillene with questions about navigating the UCSF clinical research offices.

If you are unsure who to contact, email Anesthesia.Research@ucsf.edu and the appropriate person will get back to you.

Anesthesia Investigators

A list of faculty investigators by broad research area can be found [here](#). Contact Kate.Alfieri@ucsf.edu with updates to the list.

II. General Research Resources

Office of Research research.ucsf.edu

The Office of Research provides leadership, direction, and management of campus-wide research administration, infrastructure and services, including the centralized services listed below. Stay up to date on campus-wide research-related news by subscribing to the monthly [UCSF ReSearch ReSource](#) e-newsletter.

Anesthesia Research Digest

The Anesthesia Research Digest is a monthly e-newsletter sent by the Anesthesia Research Team. Each newsletter includes research funding opportunities, events, and announcements.

COVID-19 Research & Policies covidresearch.ucsf.edu

This site is a hub for COVID-19 related research projects, funding opportunities, resources, guidelines, and policies at UCSF.

Shared Equipment for Clinical Research

The Department of Anesthesia has shared laboratory resources to support clinical research at the Parnassus campus. Access can be granted by request and requires completion of relevant training and addition to the Biological Use Authorization (BUA) that covers these resources. Contact Shantel Weinsheimer (Shantel.Weinsheimer@ucsf.edu) for details and to request access. Resources include:

- Storage space for human samples (up to BSL2) in a shared alarmed -80C freezer.
- Part-time use of a shared small laboratory space with bench space for small-scale projects involving processing of clinical samples (e.g., blood, saliva, and tissue samples) and molecular biology (e.g., DNA/RNA extraction, genotyping, and gene expression analyses).
- Available equipment: qPCR instrument with both 96- and 384-well plate capability (Applied Biosystems QuantStudio 6) for real-time or endpoint assays including gene expression, genetic variation (genotyping/DNA copy number), gene regulation, or protein expression experiments, 96-well thermocycler, refrigerated high-speed tabletop centrifuge (Sorvall Legend X1R), Qubit spectrophotometer for nucleic acid quantification, oven tabletop incubator with shaker (ThermoScientific MaxQ 4450), gel electrophoresis (Invitrogen e-base), mini-centrifuge, multi-channel and single-channel pipettes, and infrastructure for sample tracking and handling in place with a barcode scanner.

Clinical and Translational Science Institute (CTSI) ctsi.ucsf.edu

CTSI facilitates clinical and translational research by providing infrastructure, services and training. Several CTSI programs are highlighted below, with the full list found on their website:

- [Biospecimen Resources \(BIOS\) Program](#) facilitates the efficient acquisition, quality control and management of biospecimens at UCSF.
- [Participant Recruitment Program \(PRP\)](#) implements programs and creates tools that allow research teams to meet recruitment goals with ease and efficiency.

Clinical Research Resource HUB hub.ucsf.edu

The HUB is a virtual Clinical Research Resource that provides a single portal to a wealth of resources, expertise, and best practices for investigators and research staff to facilitate efficient, compliant and ethical study conduct and management.

Multicenter Perioperative Outcomes Group (MPOG) mpog.org

MPOG is an academic consortium that seeks to improve patient care using electronic healthcare data. The goal of MPOG research is to accelerate outcomes research and investigate perioperative adverse events. Learn more about the department's involvement in MPOG [here](#) and how to use MPOG data for your research [here](#).

UCSF Data Resources data.ucsf.edu

This website is a reference site for research data resources and services at UCSF.

III. Pre-Award

Funding Opportunities

Several places to find research funding opportunities are linked below. Kate Alfieri (Kate.Alfieri@ucsf.edu) can also assist department researchers with identifying appropriate grant mechanisms.

- [Anesthesia Research Digest](#) is a monthly e-newsletter sent by the Anesthesia Research Team that includes relevant funding opportunities.
- [Anesthesia Funding Opportunities](#) is a list of grant mechanisms that are relevant to Anesthesia researchers.
- [Research Development Office](#) funding opportunities page provides additional resources for finding intramural and extramural funding.
- [UCSF Funding Opportunities](#) email list sends research funding announcements to the UCSF community. To subscribe to the list, send an email to Listserv@listsrv.ucsf.edu with no subject and "Subscribe FUNDING_OPPS@LISTSRV.UCSF.EDU Your Name" in the body of the email.

Office of Sponsored Research (OSR) osr.ucsf.edu

OSR provides support to faculty on sponsored projects via three teams:

- [Proposals and Grants](#): Provides administrative support to researchers from proposal through post proposal submission and award setup for all federal grants mechanisms and non-profit funding opportunities. The department's Grants Officer and main contact for all extramural pre-award support is Travis Rimando (Travis.Rimando@ucsf.edu). Contact Travis at least 30 calendar days prior to the sponsor deadline for standard grants and fellowships, 60 calendar days prior to the sponsor deadline for large proposals (e.g. proposals with subcontracts or international components), and 4-6 months prior to the sponsor submission deadline for complex proposals (e.g. complex center grants, institutional training grants and cooperative agreements). Note: for help with intramural (e.g., department or UCSF sponsored) research proposal budgets, contact Nancy Ha (Nancy.Ha@ucsf.edu) in the Department of Anesthesia.
- [Contracts and Awards](#): Provides pre-award services (such as budget-development) to faculty seeking contracts with federal, state, municipal or foreign governments, as well as negotiation and advice on training affiliations and professional services.
- [Industry Contracts Division \(ICD\)](#): Reviews, negotiates and executes all of industry sponsored research agreements, clinical trials, material transfers, confidentiality and consulting agreements. The department's Industry Contracts Officer is Kent Iwamiya (Kent.Iwamiya@ucsf.edu).

Office of Clinical Trial Activation (OCTA) trialactivation.ucsf.edu

OCTA supports all aspects of clinical research activation and provides assistance with OnCore, Coverage Analysis, budget creation, and financial negotiation for industry funded clinical trials, Medical Center APeX billing accounts, and more. They partner with Industry Contracts Division (ICD) to finalize and execute all industry clinical trials. Larry Chan (Larry.Chan@ucsf.edu) is the department's OCTA Budget Analyst. You may also contact Jillene Sturgess-DaPrato (Jillene.Sturgess-Daprato@ucsf.edu) in the Department of Anesthesia if you need help navigating OCTA.

Research Development Office (RDO) rdo.ucsf.edu

RDO assists researchers in obtaining extramural funding and creating research relationships through several programs. Two key programs used by our department are listed below. Visit the RDO website for a complete list of programs.

- [Resource Allocation Program \(RAP\)](#) coordinates intramural research funding opportunities for the UCSF campus.
- [Limited Submission Program \(LSP\)](#) manages limited submission opportunities (LSOs). LSOs are extramural funding opportunities that either limit the number of applications UCSF may put forward to a given sponsor or require some other kind of internal coordination (e.g., to eliminate unnecessary duplication of instrument requests).

IV. Post-Award

Contracts & Grants Accounting (CGA)

controller.ucsf.edu/services/contracts-grants-accounting

CGA provides guidance for post-award management and compliance. They are responsible for sponsored award financial reporting, cost-reimbursable billing, and closeout. They work with Principal Investigators and departments to ensure timely compliance with all financial aspects of extramural awards.

Open Access Publishing Fund guides.ucsf.edu/oafund

The UCSF Open Access Publishing Fund helps cover open access publication fees for UCSF authors who do not have grant or other funds available to cover them.

V. Regulatory & Safety

Institutional Review Board (IRB) irb.ucsf.edu

The IRB must review all [research that involves human subjects](#) performed by UCSF faculty, staff, or students or researchers at UCSF-affiliated institutions before the research can begin. Contact Jillene Sturgess-DaPrato (Jillene.Sturgess-Daprato@ucsf.edu) in the Department of Anesthesia if you need help with an IRB submission.

CITI Human Subjects Protection Training irb.ucsf.edu/citi-human-subjects-training

UCSF Key Study Personnel on IRB applications must complete the Collaborative Institutional Training Initiative (CITI) Human Subjects Protection Training online course. IRB approval of any individual application is contingent upon the fulfillment of this requirement. The course is valid for 3 years and will require a refresher training, as described in the link above.

Office of Environment, Health and Safety (EH&S) ehs.ucsf.edu

EH&S oversees programs and trainings related to research safety, such as Biosafety, Chemical Safety & Industrial Hygiene, Controlled Substances, and Radiation Safety. Required trainings for each topic are listed on their website.

Institutional Animal Care Use Committee (IACUC) iacuc.ucsf.edu

The IACUC oversees all UCSF research and instruction that involves vertebrate animals, in order to ensure that the highest ethical and animal welfare standards are met through all applicable federal, state, and University laws and regulations.

Office of Healthcare Compliance and Privacy (OHCP) ohcp.ucsf.edu

OHCP advises on privacy issues relating to UCSF patients, workforce and other confidential business information.

VI. Research Training & Consultations

Anesthesia Biostats and Clinical Design (ABCD) Group

The ABCD group consists of Anesthesia faculty with expertise in clinical research. The group provides formal and informal advice and mentoring on clinical research to department faculty. Faculty investigators interested in receiving feedback and mentorship from the ABCD group should fill out the brief [intake form](#).

Clinical and Translational Science Institute (CTSI) Consultation Services
consult.ucsf.edu

CTSI provides consultation services to assist researchers with biostatistics, study design and implementation, data management and extraction and more. The first hour is free to all UCSF investigators.

Training in Clinical Research (TICR) tcr.ucsf.edu

The TICR program aims to increase the number and quality of clinical investigators through offering a broad array of educational opportunities in the methods of clinical research.

Grant Writing Resources tiny.ucsf.edu/gw

Visit the link above for a list of grant writing resources, including books, online materials, courses, boilerplate language, and sample grant applications.

Educational Lectures tiny.ucsf.edu/lectures <http://tiny.ucsf.edu/gw>

The ABCD Group and Department Research Operations Committee organize educational lectures about resources and professional development topics relevant to the Anesthesia research community. Visit the link above to access recordings and slides from past lectures.