Department of Neurology
Clinical Research Accountability Unit (CRAU)

General Summary
The Department of Neurology conducts laboratory research as well as clinical research. The Neurosciences Clinical Trials Unit (NCTU) provides oversight for human subjects research and research coordinators within the department. The NCTU supports industry-sponsored, NIH, and investigator-initiated studies with topics including epilepsy, memory and cognitive disorders, neurocritical care, neuromuscular disorders, stroke, movement disorders, multiple sclerosis, pediatric neurology and neurosurgical spine research.

The NCTU is comprised of experienced coordinators, back-up coordinators, and administrative support to assist department investigators with regulatory compliance, budgets, and quality oversight as it pertains to their research needs. Therefore, to build upon this existing infrastructure, the Department of Neurology CRAU will operate within the NCTU.

CRAU Structure
The Neurology CRAU will conduct and manage the essential activities outlined below under the direction of the Faculty Director and Administrative Director.

CRAU Faculty Director:
- Susan Wilson, DNP, ANP-BC, FAHA, Professor, Director of the Neurosciences Clinical Trials Unit (NCTU)

CRAU Administrative Director:
- Anne Beckwith, BS, Assistant Director of the Neurosciences Clinical Trials Unit (NCTU)

CRAU Essential Activities
The Neurology CRAU will maintain accountability for all studies led by department faculty investigators. Studies conducted within the department that are led by non-Neurology faculty investigators will be accounted for by the study PI’s home department CRAU.

<table>
<thead>
<tr>
<th>Administration</th>
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<tbody>
<tr>
<td>Primary point(s) of contact for CRSO and CRAU:</td>
<td>Anne Beckwith</td>
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<td>Susan Wilson</td>
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<td>Primary point(s) of contact for industry sponsors:</td>
<td>Anne Beckwith</td>
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<td>Susan Wilson</td>
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<td>Monitor personnel and staffing:</td>
<td>Susan Wilson</td>
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<td>Review study feasibility assessment outcomes:</td>
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<td>o First-level review:</td>
<td>Anne Beckwith</td>
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Second-level review: Susan Wilson

Review and verify administrative data about the CRAU: Anne Beckwith
Susan Wilson

### Operations

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<th>Role</th>
<th>Contact Person</th>
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| Point(s) of contact for OnCore utilization: | Jacob Craven  
Candace Henderson  
Susan Wilson |
| Pre-review of initial IRB submissions for quality and completeness: | Candace Henderson  
Anne Beckwith  
Susan Wilson |
| Departmental IRB certification: | Candace Henderson  
Anne Beckwith  
Susan Wilson |
| Review aggregate audit and monitoring findings: | Anne Beckwith  
Susan Wilson |

### Financial Management

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<th>Role</th>
<th>Contact Person</th>
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| Point(s) of contact for financial management best practices: | Jacob Craven  
Candace Henderson |

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**Additional Support Activities Provided by the Neurology CRAU**

For more information or to request additional support activities, contact Susan Wilson.

### Description of Activity

<table>
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<tr>
<th>Activity</th>
<th>Contact Person</th>
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| Internal Quality Assurance and Auditing | Manisha Chopra (QA Officer)  
Anne Beckwith  
Susan Wilson |
| Onboarding and education of new coordinators | Jessica Ferrall (Onboarding and Education Officer)  
Anne Beckwith  
Manisha Chopra  
Jacob Craven  
Candace Henderson  
Susan Wilson  
Senior Coordinators |
| Ongoing education of NCTU team | Anne Beckwith  
Manisha Chopra  
Jacob Craven  
Jessica Ferrall  
Candace Henderson  
Susan Wilson |