

Participant Recruitment Toolbox

Clinical and Translational Science Institute

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The Participant Recruitment Unit aims to help study teams set and achieve **realistic recruitment goals** utilizing these resources.

- **Translational Data Warehouse** ([i2b2](#)) is a database of patients with records in WakeOne. The database uses study eligibility criteria to identify people that have been treated by the health system. This information could be used for grants, feasibility assessments, IRB-approved PHI recruitment reports, chart reviews, etc. The system can be used remotely by any researcher in the institution that has completed CITI training.
- **Be Involved** is the official WFBH study advertising [website](#) where researchers can publish enrolling studies so people in the community can: 1) search for eligible studies, 2) submit information requests, and 3) register to receive new study alerts. Researchers can advertise the study profile to drive users to the site where they can submit information requests. The listed contact will receive the request email that can initiate the screening process.
- **Advertisement Design and Marketing** is a collection of services that increase study awareness. In design, we can provide feedback on ads such as [reading level](#), use of images to reach target audience, IRB [guidelines](#) for approval, and Creative Communication [guidelines](#) for approval. In marketing, we can send study Be Involved links and flyers for posting to our contacts for the eBulletin, Community Engagement Facebook, and WFBH Social Media outlets. Externally, we can provide a contact list for local advertising mediums.
- **Recruitment Information** requests cover a broad range of recruitment-related information or assistance. Common requests are: 1) requests for CTSI-collected enrollment data being used for reviews, and 2) assistance in posting studies on [ResearchMatch](#) which is a national platform that connects researchers with potential participants interested research.
- **Recruitment Plan Consultation** is in-person meeting with the Recruitment coordinator to discuss recruitment needs. These needs include but are not limited to determining: recruitment rates, enrollment feasibility, eligibility requirements, physicians with referring potential, needed inter-departmental services, and advertising materials and methods.

Request services: [CTSI Service Request Form](#)
Visit our [website](#), call us at 336-716-2121, or
email us at BeInvolvedRegistrar@wakehealth.edu