KEY PERSONNEL LISTING INSTRUCTION PAGE

Instructions: Starting with the PI on the eResearch application, provide the following indicated information for each study team member.

PI
First Name
Last Name
Phone
Email
Degree
Current U-M Position* Include “U-M” in the Position Title

Co-I, Project Manager/Study Coordinator, Research Staff, Other*
First Name
Last Name
Degree
Current U-M Position [Include “U-M” in the Position Title]
Current Position [If not employed by U-M, include name of institution in Position Title]

* IMPORTANT – PLEASE READ AND CONTACT THE U-M HRPP WITH QUESTIONS

1. The information you list should be consistent with what is listed in the eResearch application for the study team.

2. Non U-M collaborators who are covered by their own IRB approval, will not fall under the U-M CoC coverage and should not be listed. These individuals should discuss obtaining their own CoC with their IRB.

3. Non U-M collaborators whose institution has ceded oversight to the U-M should be listed (their role should be Other and their research activities clearly described in the eResearch application).

4. Refer to page 5 for a sample listing. To create your listing, copy and paste the sample information into your document and then modify it with the correct information for your study team. Include KEY PERSONNEL LISTING as the title header for the document.
KEY PERSONNEL LISTING

**PI**
First name: Mary
Last name: Ramirez
Phone: xxx-xxx-xxxx
Email: mramirez@umich.edu
Degree: MBA, MA
Current U-M Position: Assistant Director, U-M Health Sciences and Behavioral Sciences Institutional Review Board

**Co-I**
First name: Joseph
Last name: Doe
Degree: PhD
Current U-M Position: Assistant Professor and Director of Research, U-M College of Engineering

**Study Coordinator/Project Manager**
First name: Jane
Last name: Smith
Degree: PhD
Current U-M Position: Associate Professor, U-M Department of Sociology; Survey Manager, U-M Institute for Social Research

**Research Staff**
First name: Tom
Last name: Brown
Degree: MA
Current U-M Position: Doctoral Candidate, U-M Department of Sociology

**Other**
First name: Cynthia
Last name: Green
Degree: PhD
Current Position: Professor of Psychology, Harvard University