As part of its efforts to expand clinical research at USC, the Office of Research is sponsoring a Clinical Research Coordinator Certification prep course and exam, given by the Society for Clinical Research (SOCRA), on Feb 5 and 6, 2015. Research coordinators are strongly encouraged to take advantage of this opportunity.

Reimbursement criteria for USC staff are described below.

EVENT DETAILS
- This two-day event is open to both USC and non-USC attendees and will be held at Aresty Auditorium (HSC campus)
- The prep-course will be offered only once at USC (it will not, at this point, be a recurring event).
- Day 1 is the prep course (8 am to 4 pm); Day 2 (8-noon) the exam – course agenda: https://www.socra.org/conferences-and-education/live-courses/clinical-research-professional-certification-preparation-and-review-course/agenda/
- Continental breakfast will be provided on both days; lunch will be provided on day 1.
- The costs per person are: pre-course ($295); exam ($195); membership ($75) – you must be a SOCRA member to take the exam.
- Attendees must register for the course and exam directly with SOCRA -- the Office of Research will not coordinate registration. To register, go to: https://www.socra.org/conferences-and-education/live-courses/clinical-research-professional-certification-preparation-and-review-course/program-information/
- When you register for the exam, you will need to apply for membership in SOCRA, if you are not already a member. The membership application requires accompanying materials. Please allow time to collect your materials.
- Note: SOCRA requires applicants register for the exam at least 6 weeks in advance. All questions regarding exam eligibility criteria should be directed to SOCRA (https://www.socra.org/).

REIMBURSEMENT:
While anyone can sign up for the event, the Office of Research will only reimburse USC staff as follows:
- Will reimburse exam and one-year membership + 50% of course costs for the first 40 qualified registrants ($417.50/person); beyond 40 we will only reimburse exam + one-year membership ($270/person);
- Will not reimburse expenses for those who only take the prep course.
- Exam should be taken on day 2 (exceptions may be made for those who have a conflict in their schedule – but attendees need to register for an alternative exam date with SOCRA).
- Will reimburse expenses only for USC staff in (or moving to) the job categories listed below.
- Reimbursement will be made after the course/exam date. Attendees will submit to the Office of Research all receipts (+ exam verification letter, provided by SOCRA). Detailed reimbursement instructions will be provided at a later date.
- Will reimburse attendee costs only once; if registrant does not pass the exam, we will not reimburse to retake it.
- For those interested in only taking the exam, prior to the event date, we will reimburse the costs of exam + one year membership (same as above, will need to submit receipts + verification letter)
- Will not reimburse for subsequent annual membership fees or CME courses.

Those who do not qualify for reimbursement from the Office of Research may seek out reimbursement from other sources.

Contact SOCRA directly for questions regarding the course, exam or membership. Contact vprsch@usc.edu for questions regarding USC reimbursement.

QUALIFIED JOB CATEGORIES

RN RCs
- 185607: Research Nurse
- 185611: Research Nurse, Senior
- 185615: Protocol Coordinator (Research Nurse)
- 185619: Sr. Protocol Coordinator (Research Nurse)

**Non-RN RCs**
- 135047: Research Coordinator I
- 135051: Research Coordinator II
- 135055: Research Coordinator Supervisor
- 185488: Clinical Research Data Specialist Lead (no job description available)