



Albert Einstein College of Medicine

Montefiore

Einstein-Montefiore Institute for Clinical and Translational Research

Clinical Research Training Program

MS in Clinical Research Methods

Catalog 2018

1300 Morris Park Avenue
Jack & Pearl Resnick Campus
Harold & Muriel Block Building 5^{th Floor}
Bronx, NY 10461

Contents

About This Catalog	3
Educational Mission of the Clinical Research Training Program	3
Accreditation	3
Governance of the Clinical Research Training Program	3
The CRTP Executive Committee	4
The CRTP Admissions Committee	4
The CRTP Program Administration.....	5
Admissions.....	6
Application Process	7
General Policies	9
Syllabus.....	11
List of Courses (by semester)	13
Summer Semester – First Year.....	13
Fall Semester – First Year.....	13
Spring Semester – First Year	13
Summer Semester – Second Year	14
Fall Semester – Second Year	14
Spring Semester – Second Year	15
CRTP Electives (Fall & Spring).....	15
Master’s Thesis	17
Timetable for Thesis.....	22
Student Evaluation and Academic Standards	23
Official Transcript	23

About This Catalog

This online catalog describes the master's degree program in clinical research methods, which has been offered by the Clinical Research Training Program (CRTP) of the Albert Einstein College of Medicine since 1998. The degree is awarded as an affirmation that the Scholar has acquired the fundamental knowledge and skills required to conduct clinical research. This ability is achieved by completing a prescribed curriculum and a period of research supervised by the Scholar's mentor, the Director and the Associate Directors of the CRTP. The Academic Policies of the CRTP and a description of the course of study are detailed below. In addition to the guidelines presented within this document, Scholars are expected to meet the standards of professional behavior expected of all members of the College of Medicine.

Educational Mission of the Clinical Research Training Program

The Clinical Research Training Program is an intensive two-year program designed for those pursuing a career in investigator-initiated, hypothesis-driven clinical research, and is offered through the Institute for Clinical and Translational Research (ICTR) at Einstein and Montefiore.

Founded in 2007, the ICTR promotes the collaboration between Albert Einstein College of Medicine and Montefiore Medical Center. The ICTR is a member of the nationwide Clinical and Translational Science Awards (CTSA) consortium, funded by the National Center for Advancing Translational Sciences (NCATS) of the National Institutes of Health (NIH). The CTSA is designed to break down barriers that inhibit cross-disciplinary, bidirectional research from the laboratory to the clinic and back again. The CTSA Consortium aims to improve human health by transforming the research and training environment to enhance the efficiency and quality of clinical and translational research.

Accreditation

The Albert Einstein College of Medicine is licensed by the New York State Education Department to award the Master of Science in Clinical Research Methods to students successfully completing the CRTP. Accreditation of the degree programs offered through the Albert Einstein College of Medicine is provided by both the Middle States Association of Colleges and Schools and the American Association of Medical Colleges.

Governance of the Clinical Research Training Program

The CRTP, sponsored by Albert Einstein College of Medicine under the leadership and advocacy of Dean Allen Spiegel, is an educational program which operates under the auspices of the Einstein-Montefiore Institute of Clinical Translational Research (ICTR) which is supported by the Clinical and Translational Science Award (CTSA) of which Harry Shamon, MD and Marla Keller, MD are the Principal Investigators. Direct oversight is provided by Paul Marantz, MD, MPH, Associate Dean for Clinical Research Education and Founder of the Einstein CRTP, and Aileen McGinn, PhD, Director of the CRTP.

The CRTP benefits from guidance of the ICTR External Advisory Committee (EAC), which comprises a group of nationally known leaders in academic medicine, research, and research education.

The committees listed below are responsible for assuring the quality of the academic program, uniform implementation of CRTP policies, and fair treatment for the students and faculty of the CRTP.

The CRTP Executive Committee

Oversight of curriculum, mentoring, research activities and Scholar progress is provided by an Executive Committee, which meets monthly.

Aileen P McGinn, PhD

Associate Professor, Department of Epidemiology and Population Health
Director, Clinical Research Training Program

Jacqueline Achkar, MD, MSc, FIDSA

Associate Professor, Department of Medicine (Infectious Disease) Associate Professor, Department of Microbiology & Immunology *CRTP Associate Director for Bench to Bedside Translational Research*

Johanna Daily, MD

Associate Professor, Department of Medicine (Infectious Disease) Department of Microbiology & Immunology
CRTP Associate Director for Mentoring and Career Development

Dean Hosgood, PhD

Assistant Professor, Department of Epidemiology and Population Health
CRTP Associate Director for Population and Clinical Sciences Research

David Lounsbury, PhD

Assistant Professor, Department of Epidemiology and Population Health Assistant Professor, Department of Family and Social Medicine
CRTP Associate Director for Patient Centered & Outcomes Research

Paul R. Marantz, MD, MPH

Professor, Departments of Epidemiology & Population Health; Medicine (*CRTP Founder*)
Associate Dean for Clinical Research Education

Thomas Ow

Assistant Professor, Department of Medicine (Allergy & Immunology)
Recent Graduate Representative

Ellie Schoenbaum, MD

Professor, Department of Epidemiology & Population Health; Medicine; and Ob-Gyn & Women's Health
Director of Medical Student Education

The CRTP Admissions Committee

All members of the Executive Committee serve on the Admissions Committee in addition to members selected by the Program Director. Membership includes past graduates of the CRTP. The Admissions Committee is responsible for making all admissions decisions. Members review the candidates' qualifications, interview candidates and are responsible for making all admissions decisions.

The CRTP Program Administration

Aileen P McGinn, PhD

Director, Clinical Research Training Program
Associate Professor, Department of Epidemiology and Population Health

Paul Marantz, MD, MPH

Associate Dean for Clinical Research Education
Professor, Departments of Epidemiology & Population Health; Medicine

Nancy Marte

Educational Program Manager

Claude Abner

Administrative Coordinator

General contact: crtp@einstein.yu.edu

Admissions

The Albert Einstein College of Medicine is committed to a policy of equal opportunity and non-discrimination and encourages applications from qualified students regardless of race, color, religion, national origin, sex, age, handicap marital status or sexual orientation within the meaning of applicable law.

An applicant for enrollment in the CRTP should hold a doctoral degree (MD or PhD) or a degree from an allied health profession including dentistry or nursing. Alternatively, MD/MS applications are accepted from students who are currently matriculated in the Albert Einstein College of Medicine.

Eligibility Criteria

- An academic affiliation with Albert Einstein College of Medicine prior to matriculation into the CRTP
- The program considers MD's, PhD's, sub-specialty fellows, medical or graduate students and faculty members of Einstein and Montefiore
- Albert Einstein College of Medicine's medical students have the option to apply to the CRTP MD/MS Track. See further details in the section below
- Faculty and Fellows must hold an appointment at Einstein or an affiliated institution for the two years enrolled in the CRTP
- Strong interest in, and aptitude for, clinical research
- Scholars must have 80% protected time during the first summer and 50% protected time for the duration of the program. This protected time includes course work and research time.
- A firm written commitment from the trainee's department (Chair, Division Head, or Fellowship Director) that all necessary resources will be made to the Trainee. This includes confirmation of the protected time with demonstrable reductions in clinical, teaching, and administrative responsibilities, as needed, space, and a computer
- Identification of a research project and a mentor

MD/MS Track

The five-year M.D. / M.S. track is designed for medical students interested in learning clinical research methods. Students must have completed their clerkship year in order to attend this program. Students apply to the program during the **third (clerkship) year** of medical school. Accepted students will take a year off to participate in Einstein's Clinical Research Training Program (CRTP) courses while working on clinical research activities under a faculty mentor. There are additional programmatic elements that are required during the second year of the CRTP which medical students complete during their senior year of medical school.

Medical students in the CRTP are exempt from taking the second year CRTP Clinical Research Seminars I & II courses. In place of these courses, they are required to take three Selective/Elective credits. Medical students return to their senior medical school year but will complete CRTP required manuscripts during this time. There is a Grant/Manuscript Writing Course in the second summer of the program in which medical students write an original, first-author research manuscript. This is in addition to the thesis manuscript. Often, they will do a senior research fellowship or spend time during allotted (2) SP months for this purpose. All students complete a minimum of 30 credits to earn the M.S. in Clinical Research Methods.

Medical students pay only four years of medical school tuition for the five-year program (no additional tuition for the Master's degree), and fellowship stipends are available. Candidates who complete this dual degree program successfully will receive both the M.D. degree and the M.S. in Clinical Research Methods at graduation.

Application Process

All application materials must be submitted through the online application portal as of January 1st but no later than March 1st (including all supporting letters) for consideration in the class that commences the following July. The online application system allows for the uploading of the following required materials:

Applicant Information Form, which is accessible via the appropriate online application link: <http://www.einstein.yu.edu/centers/ictr/crtp/application-eligibility/>.

A Personal Statement that describes the applicant's career goals and explains why they believe this training program will help them achieve those goals. Not to exceed one page single-spaced using 12-point font

A Research Plan that contains a brief description of the applicant's study question and approach. Not to exceed two pages single-spaced using 12-point font.

A Full Curriculum Vitae

Supporting Letters: *The following letters will be solicited and submitted by their author through the online application system:*

Mentor(s) Letter: Each applicant will need to provide an email address for at least one individual who will serve as their mentor during the CRTP. This individual will be asked to submit a letter through the online application system, which will contain a mentoring plan, a description of the research environment they will provide the applicant, a research timeline and how they will advocate for the applicant to receive adequate time for research. The mentor will also be asked to submit their NIH biosketch and a list of former trainees (if applicable).

Letters of Reference: Each applicant needs to provide email addresses for two (2) individuals who can provide letters addressing their potential for a career in clinical research.

Letter Guaranteeing Protected Time (Faculty and Fellows only): Each applicant must provide an email address for the appropriate individual who can guarantee their protected time while in the CRTP. This letter may come from a Fellowship Director, Department Chair or Division Head. In instances where this letter is signed by more than one individual please designate only one point person for submission of this letter. The individual selected will be asked to submit a letter which includes their support of the applicant's participation in the Clinical Research Training Program and their guarantee that the applicant has the required protected time during the two years that they are enrolled in the program in which to attend classes, complete homework, prepare for examinations, conduct research and develop and defend a thesis.

The letter should specifically acknowledge the following:

- The first summer requires 80% protected time (i.e. no more than 8 hours per week should be committed to non-CRTP activities). Classes are held four days a week for six weeks (i.e. Monday-Thursday 9:00-12:50 and occasional afternoon sessions). NB: During the first summer the pace of the program is particularly intense. Additionally, there is a take home exam due approximately 2 weeks after the last summer class
- After the first summer, Scholars require 50% protected time (i.e. absolutely no more than 20 hours per week should be committed to non-CRTP activities). Classes for the remainder of the two-year program are held on Tuesdays & Thursdays from 9:00-12:50
- The trainee must have appropriate space to pursue their studies and perform research and have access to a computer capable of running up-to-date statistical and data management graphics software
- That this individual will serve as a liaison between the trainee, the trainee's mentor and the director of the training program if the need should arise

Interviews: Each applicant is interviewed by the Director of the CRTP and one or two additional members of the Admissions Committee. Applications will be held over to subsequent years only at the discretion of the Director.

Affirmation of Good Academic Standing (Medical Students only): After submission of the online application the Dean of Students will be contacted to provide affirmation that medical school applicants are in good academic standing.

Official Transcript (Faculty and Fellows only): In addition to the online application, *Faculty and Fellows only* will need to have an official transcript directly from their doctoral degree institution sent to:

Clinical Research Training Program Albert Einstein College of Medicine Jack and Pearl Resnick Campus
1300 Morris Park Avenue, Block Building Bronx, NY 10461

Phone: 718-430-2080 Fax: 718-430-2521

Questions about the application process can be addressed to:

Nancy Marte

Educational Program Manager nancy.marte@einsteinmed.org Phone: 718-430-4008

General Policies

The CRTP adheres to all Policies and Procedures endorsed by the Albert Einstein College of Medicine, including but not limited to the Computer Policy and Policy on Non-Discrimination, Affirmative Action & Sexual Harassment.

Matriculation

The CRTP operates on the semester system. The curriculum schedule will be available through the CRTP web site: <http://www.einstein.yu.edu/centers/ictr/ret/clinical-research-training-program/curriculum/>. First year Scholars of the MS program advance into the second year contingent upon successful completion of all first-year courses and approval of the thesis proposal. There will be clear deadlines for submission of thesis abstracts and proposals.

Protected Time

Scholars must have a minimum of 50% protected time during their matriculation in the CRTP, with the exception of the intensive introductory summer course, which is a coordinated curriculum of epidemiology, biostatistics, data analysis and developing a research question and team science requiring a minimum of 80% protected time.

Mentored Research

Trainees will have identified a mentor and a research project prior to the initiation of training. The program can assist the Scholar with identifying mentors. The CRTP is an institutionally supported program, seeking to enhance the academic environment in clinical research through training and career development activities. The program requires the active involvement of the mentor, and the support of the Scholar's department. Effective communication among the Scholar, the mentor, the department, and the CRTP is critical to ensuring the Scholar's success. Toward that end, the CRTP will communicate with the appropriate individuals supervising the Scholar, as necessary, in the event of academic difficulties or scientific or professional misconduct. A Scholar's unsatisfactory progress in the CRTP may lead to changes in their research, mentor, clinical obligations, or other aspects of the Scholar's professional activities, as deemed necessary through consultations between the Program Director and the Scholar's supervisors. The goal of such consultations would be to enhance the likelihood for the Scholar's successful completion of the CRTP.

Credit Requirements

The didactic program meets or exceeds the state mandated 30 credit hour requirement over 2 years. The course work consists of credit for the CRTP required core courses, elective(s), and the Master's thesis. Current curriculum and course descriptions are available through the CRTP office and web site.

Credit Hour Calculations

Credit Hour Definition for Courses: One (1) credit hour is earned for fifteen (15) 1-hour (of 50 minutes each) sessions of lecture or classroom instruction, with the expectation of two (2) additional hours of outside study or reaching for each class session.

Credit Hour Definition for Full-Time Research: One (1) credit hour is earned for each forty-five (45) 1-hour session of academic activity. Forty-five hours of academic activity yields one (1) credit hour.

Status

Scholars are expected to maintain at least half-time status (6 credits). Failure to maintain half time status can have both academic and financial consequences.

Attendance/Absenteeism/Leaves of Absence

In general, CRTP classes are scheduled during all months of the calendar year with the exception of June and January during which time there are no classes. The CRTP adheres to the academic calendar of the School of Medicine. *(Please note: Scholars who choose an elective offered by Sue Golding Graduate Division, Ferkauf School of Psychology or any other institution should check the start date of those courses.)*

Attendance for all scheduled classes is expected of all Scholars. No more than one missed class per course is permissible. The CRTP Executive Committee reserves the right to enforce this rule taking into account individual circumstances. Scholars are required to make-up any missed course work in the event of a legitimate class absence. Clinical obligations, vacations, conferences or other meetings are **not** legitimate excuses for missed classes. In some instances, allowances will be considered in the event of documented illness of up to 2 weeks duration. If such an occurrence arises it is the Scholar's responsibility to contact the Program leadership and discuss the feasibility of successful completion of course work.

Leaves of absence are adjudicated on a case by case basis by the Executive Committee. Any extended leave of absence (e.g. due to illness, pregnancy, etc.) for greater than two weeks duration will only be granted with the approval of the Director and must be in writing on official CRTP letterhead. A one-year extension may be granted in order for a Scholar to successfully complete required coursework. In the event a Scholar needs a prolonged leave of absence, an additional year extension may be granted. Scholars who complete requirements within the two-year extension will graduate without prejudice.

Unexplained absences are viewed negatively and may result in termination of enrollment in the CRTP.

Withdrawal

Scholars in good standing who are unable to return at the beginning of any semester or who find it necessary to discontinue their participation in the CRTP for any reason during the academic year, may be granted withdrawal from CRTP by the Director in writing on official CRTP letterhead.

Non-matriculated Scholars

Auditing and Non-matriculated enrollment in one or more courses is discouraged. On very rare occasion a non-matriculated individual may take an individual CRTP course for credit. This Scholar must obtain permission from the Program Director and the course leader. If approved, the Scholar is responsible for supplying documentation that all prerequisites are met. Successful completion of a course will be recorded by the CRTP office.

Policy on Scientific Conduct

The following definition from the College's Policy on Scientific Misconduct will be used to evaluate whether a Scholar's research activities constitute "scientific misconduct".

"Scientific misconduct includes fabrication, falsification, plagiarism or other practices that seriously deviate from those commonly accepted within the scientific community for proposing, conducting or reporting research. It does not include honest differences in interpretation or judgments of data."

Instances of suspected scientific misconduct involving research by Scholars will be considered in accordance with the Policy on Scientific Misconduct of the Albert Einstein College of Medicine. Instances of professional misconduct by Scholars that do not fall within the guidelines of scientific misconduct will be considered in accord with the Policy on Professional Conduct presented below. The Executive Committee will have primary responsibility for determining the appropriate venue for investigation of alleged misconduct, and seeing that the allegations are thoroughly and fairly investigated.

Policy on Professional Conduct

The CRTP requires at all times the highest standards of professional conduct. Professional misconduct includes, but is not limited to, plagiarism or cheating in academic courses offered by the CRTP and by the Medical School, fabrication or falsification of academic work or data, intentionally damaging or interfering in the academic activities of other members of the College of Medicine, or assisting others in any of these acts and the failure to meet generally accepted standards of personal integrity and professional conduct. Inappropriate or disruptive behavior toward colleagues, faculty, or other College staff may constitute professional misconduct.

Ignorance of the standards of professional conduct will not excuse a student from responsibility for their actions. Plagiarism or cheating will result in dismissal from the CRTP. References are available in the library to help Scholars evaluate the ethical implications of their actions.

Syllabus

The CRTP program enrolls up to 16 Scholars each year. Each Scholar is required to have a mentor, a research project, and protected time for the full two years of the program. The program focus is on developing clinical research methodological skills. All matriculates start in July with the Clinical Research Intensive Course with classes meeting Monday through Thursday from 9:00am-12:50pm. For the remainder of the program, classes are held on Tuesdays and Thursdays, 9:00am – 12:50pm. There are no classes during the months of January and June.

Registration for all courses, including electives, should be done through the CRTP office.

For Faculty and Fellows (non-MD/MS scholars)

In addition to the introductory material covered in the summer intensive course, the core curriculum includes intermediate courses in epidemiology and biostatistics with a data analysis component, research ethics, works-in-progress, an overview of translational science research methodologies, an intensive grant writing workshop which culminates in a mock study section, professional development seminars, and elective course offerings. The program culminates with a written thesis, which is an original hypothesis-driven first-author manuscript suitable for publication.

In total, non-MD/MS scholars are required to take 48 credits (inclusive of 16 thesis credits) plus a minimum of 5 elective credits for a total of 53 credits.

For MD/MS Scholars

The five-year MD/MS track is designed for medical students interested in learning clinical research methods. Students must have completed their clerkship year in order to attend this program. Students apply to the program during the **third (clerkship) year** of medical school. Accepted students will take a year off to participate in Einstein's Clinical Research Training Program (CRTP) courses while working on clinical research activities under a faculty mentor. During the senior year in medical school CRTP MD/MS students have the option of doing a 5-month senior research fellowship or spend time during allotted (2) SP months in their senior year of medical school for completion of their papers or completing electives.

In addition to the introductory material covered in the summer intensive course, the core curriculum for the MD/MS scholars includes intermediate courses in epidemiology and biostatistics with a data analysis component, research ethics, an overview of translational science research methodologies, and a manuscript writing course series in which the MD/MS scholars write an original, first-author research manuscript. This is in addition to the thesis manuscript, which is also an original hypothesis-driven first-author manuscript suitable for publication. Thus, MD/MS scholars write two first-author original clinical research papers (hypothesis-driven) which are suitable for publication.

In total MD/MS scholars are required to take 42 credits (inclusive of 16 thesis credits) plus a minimum of 4 elective credits for a total of 46 credits. They are exempt from taking Professional Development Seminars, Grant Writing I & II and Works-in-Progress I & II. However, they are required to present their research during both the first spring semester and the second fall semester during a mutually convenient time in the works-in-progress courses. Time-permitting, they are encouraged to attend other seminars and work-in-progress sessions.

Medical students pay only four years of medical school tuition for the five-year program (no additional tuition for the Master's degree), and fellowship stipends are available. Candidates who complete the CRTP successfully will receive both the MD degree and the MS in Clinical Research Methods at graduation.

Clinical Research Training Program Schedule					
First Summer	First Fall	First Spring	Second Summer	Second Fall	Second Spring
Clinical Research Intensive (7.0 credits)	Multivariable Regression (5.5 credits)	Translational Science Research Methodologies (3.5 credits)	Research Ethics (2 credits)	*Grant Writing II (3.0 credits) **Manuscript Writing II (3.0 credits)	*Professional Development Seminars (2.0 credits)
	Epidemiologic Research Methods (3.0 credits)	*Works in Progress I (2.0 credits)	*Grant Writing I (2.0 credits) **Manuscript Writing I (2.0 credits)	*Works in Progress II (2.0 credits)	
	Thesis Research (2.0 Credits)	Thesis Research (4.0 Credits)	Thesis Research (2.0 Credits)	Thesis Research (4.0 Credits)	Thesis Research (4.0 Credits)
		Electives†		Electives†	Electives†

All courses required except as noted:

*Required for non-MD/MS Scholars

**Required for MD/MS scholars

†Electives: non-MD/MS scholars are required to complete a minimum of 5 elective credits;
MD/MS scholars are required to complete a minimum of 4 elective credits

List of Courses (by semester)

Summer Semester – First Year

BIOS 5840 Clinical Research Intensive (7.0 credits)

This is an intensive introduction to clinical research which provides the fundamental concepts of epidemiology and biostatistics that will provide the foundation for more advanced work in these areas. Additionally, students will learn how to critically evaluate the clinical research literature, understand how to develop a research question and use statistical software to complete basic data management and statistical analyses.

Fall Semester - First Year

BIOS 5860 Multivariable Regression (5.5 credits)

Multivariable Regression builds on the knowledge of univariate and bivariate analyses that were learned in the Clinical Research Intensive course and introduces concepts related to multivariable model building for multiple linear regression, logistic regression and survival analysis. Both the lecture and the data analysis portions will focus on multiple regression model building, interpretation and diagnostic tests, assessing for interaction, and statistical adjustment for confounding.

BIOS 5820 Epidemiologic Research Methods (3.0 credits)

This course focuses on the analytical issues of epidemiological studies: biases, confounding, interaction, statistical methods used in case-control and cohort studies, and sample size/statistical power. The in-class exercises will reinforce these concepts. Students are expected to know the basic design issues of retrospective and prospective studies as well as clinical trials from Clinical Research Intensive Course.

BIOS 5881 Thesis Research Credits (2.0 credits)

Spring Semester - First Year

BIOS 5846 Translational Science Research Methodologies (3.5 credits)

This course is designed to provide a broad exposure to research methodologies across the translational research spectrum. Speakers have been selected based on their outstanding reputation for the area of research they are speaking on and include both senior level faculty at Einstein/Montefiore as well as outside speakers from various Universities across the country. These seminars provide a unique opportunity to meet and hear from experts you may not have access to otherwise.

BIOS 5841 Works in Progress I (2.0 credits)

This is the first of two courses designed to enable the students to obtain feedback from their peers about challenging issues with their research. Scholars are often working on specific aims, feasibility issues or rudimentary analyses. These sessions are also opportunities to practice presenting research. Mentors are invited and CRTP leadership attends. MD/MS scholars are not required to take this course but are highly encouraged to enroll in it if their schedule allows; however, it does not contribute to their elective credit requirement.

BIOS 5881 Thesis Research Credits (4.0 credits)

Summer Semester - Second Year

BIOS 6870 Research Ethics (2.0 credits)

The objective of this course is to enable the participants to recognize ethical issues in research with human subjects and to conduct an analysis of problematic situations using ethical principles. This course covers the main issues confronting researchers and members of IRBs: informed consent, risk-benefit analysis, collection of biological samples and bio-banking, undue inducements, research integrity, multinational research, public health research, and protections for vulnerable populations in research.

BIOS 6842 Manuscript Writing I (2.0 credits)

For MD/MS scholars only

This course is the first of a two-course sequence designed for MD/MS scholars in the CRTP to guide them in preparing a mentor-guided first –author hypothesis driven research paper based on their own analysis. This paper can be based on a secondary dataset which addresses the student and mentor’s research focus or can derive from data collected as part of the student thesis research.

Students attend seminars and have progress meetings with the course director and their mentors at regular intervals in the summer and continue working on their paper while meeting regularly with their mentor and the course director through the fall semester. NOTE: This clinical research paper is distinct from the thesis.

BIOS 6844 Grant Writing I (2.0 credits)

MD/MS scholars are not permitted to take this course

The grant-writing course is designed for fellows and faculty in the CRTP to guide them in an intensive experience designed to impart the skills necessary to produce a proposal for NIH (K-career development), which starts in the summer and continues in the Fall Semester. The summer course consists of lectures which are dispersed during the six-week summer semester and include an overview of the NIH system, scientific writing for grants and papers and constructing specific aims.

Also, during the summer, Scholars will begin meeting in small assigned groups with an assigned leader during which time they will produce sections of grants. The critical function of the small group is to obtain detailed feedback from the leader and group members on each scholar’s evolving grant. During the Fall semester Scholars will continue meeting in their small groups with the goal of submitting a finished proposal by mid-November. The fall semester culminates in a mock NIH-style study section.

BIOS 5881 Thesis Research Credits (4.0 credits)

Fall Semester - Second Year

BIOS 6843 Manuscript Writing II (3.0 credits)

For MD/MS scholars only

This is a continuation of the summer course where MD/MS scholars complete a mentor-guided first- author hypothesis driven research paper based on their own analysis. NOTE: This clinical research paper is distinct from the thesis.

BIOS 6845 Grant Writing II (3.0 credits)

MD/MS scholars are not permitted to take this course.

This is a continuation of Grant Writing I where Scholars continue working in small groups to obtain detailed feedback from group leaders and members on evolving grant work. Students produce a grant application and participate in an NIH style Mock Study Section at the culmination of this course.

BIOS 6841 Works in Progress II (2.0 credits)

A continuation of Works in Progress I, in this second session, the Scholar's research work should be farther along, but issues may remain. The student's presentation can include an aim, hypothesis, approach, analytic plan with possibly a preliminary analysis, and a discussion of the results. Mentors are invited and CRTP leadership attends presentations by students preparing them for the final thesis presentation at the time of graduation. MD/MS scholars are not required to take this course but are highly encouraged to enroll in it if their schedule allows; however, it does not contribute to their elective credit requirement.

BIOS 5881 Thesis Research Credits (4.0 credits)**Spring Semester - Second Year****BIOS 6890 Professional Development Seminars**

(2.0 credits; MD/MS scholars are not permitted to take this course.)

This course is a series of seminars from leadership at Einstein-Montefiore, and other noted individuals, on various topics of professional development. Topics vary from year to year and range from learning how to effectively network and how to best negotiate for an academic faculty research position to planning for academic promotion.

BIOS 5881 Thesis Research Credits (4.0 credits)**Electives (Fall and Spring Semesters)**

MD/MS scholars in the CRTP take at least four elective credits throughout the two years of the program; however, they are usually completed during the first four semesters of the CRTP before they go back into their 4th year of medical school. CRTP scholars who are not medical students need to earn a minimum of 5 elective credits throughout the two years of the program. Possible elective credit can be earned via the following:

- An elective offered through Einstein's Graduate Schools,
- A directed study, with approval from the CRTP Executive Committee
- Any of the following electives offered through the CRTP

BIOS 5862 Cost-Effectiveness Analysis (2.0 credits)

In this course, the student will conduct a cost-effectiveness analysis of a policy or intervention of his/her interest under the supervision of the course instructor. The student must have available at the start of the course an adequate data set from which to estimate, by standard statistical approaches, the relevant clinical outcomes of the target policy or intervention. During the course, the instructor will guide the student in assessing the associated costs and assembling the costs and effects into a cost-effectiveness analysis. Instruction will take place during contact sessions averaging 2-3 hours per week, during which time the student will report on his/her progress, and then plans for next steps in the project will be discussed and agreed upon. The student will spend an additional 5-6 hours per week carrying out the plans arrived at.

BIOS 5849 Human Genetics (1.5 credits)

This course will consist of lectures covering a broad range of topics in human genetics. It will begin with a discussion of the human genome and the clinical and basic science applications that emerged from the human genome initiative. This will be followed by a review of the regulation of gene expression,

focusing on basic molecular biology, evolutionary considerations and clinical implications. Then, a series of lectures will be given covering chromosomal disorders, Mendelian disorders, complex traits genetics, and the strategies used to identify disease-causing genes (genome wide association studies [GWAS], exome and whole genome sequencing, and CNV discovery). This will be followed by lectures on cancer genetics and epigenetics. Finally, clinical applications of genomic research with respect to pharmacogenomics and personalized medicine will be discussed.

BIOS 5822 Molecular Epidemiology (2.0 credits)

This course focuses on the design, methodological and analytical issues of molecular epidemiological studies: design strategies, strengths, limitations, sample collection and processing, and biomarkers measurements and quality control considerations. The in-class exercises and homework will reinforce these concepts. Students are expected to be proficient in designing, conducting, and interpreting retrospective and prospective studies as introduced in Epidemiologic Research Methods.

BIOS 5821 Advanced Epidemiologic Research (2.0 credits)

This course will introduce advanced topics in epidemiology with the primary goal of expanding knowledge of evolving methodological issues for epidemiological studies and causality inference. Topics such as more efficient study designs (e.g. nested case-controls, case-cohort, case-crossover) in epidemiological studies, causal diagrams and causal inference, propensity score and instrumental variable analysis to address confounding and bias will be covered. At the end of this course students will have a better understanding of various epidemiological methods used in clinical and epidemiological studies.

BIOS 5861 Design and Analysis of Longitudinal Data Studies (2.0 credits)

This course presents modern approaches to the analysis of longitudinal data. Topics include design of longitudinal studies, generalized linear models for correlated data (including generalized estimating equations, generalized linear mixed effects model), computational issues and methods for fitting models, and missing data issues. STATA statistical software will be used in the data analysis component of this course where the students will learn how analyze and interpret linear models for repeated measure for continuous and discrete data.

BIOS 5847 Qualitative Research (2.0 credits)

Weaknesses and limitations in much published qualitative research, especially its sole reliance on interview data and thematic analysis have reinforced the incorrect view that qualitative research is inherently 'descriptive' rather than explanatory. The present course reframes qualitative and mixed methods as a pragmatic research enterprise that can generate powerful explanations of phenomena. The goals of the course are to help students understand the benefits and drawback of empiricist-oriented qualitative research and gain familiarity with the variety of approaches. The course will teach how to design and carry out qualitative research through practical, hands-on experience. In lieu of a final paper for the course, students will prepare a qualitative or mixed methods research proposal over the course of the semester.

BIOS 5848 Stakeholder Engaged Methods (2.0 credits)

Better stakeholder engagement has been proposed as a means to help realign healthcare research with the needs of clinicians, patients, affected family members, policymakers, and payers. Advocates for comparative effectiveness research (CER) and patient-centered outcomes research (PCOR) have been especially strong proponents of this recommendation, on the basis that stakeholder engagement may improve the relevance of research questions, increase the transparency of research activities, and

accelerate the adoption of evidence into practice. The aim of the course is to learn ways to effectively promote stakeholder-engaged research that leads to new clinical practices, programs and policies that are mutually beneficial to clinicians and patients, and that are implementable and sustainable in diverse health system

BIOS 5863 Introduction to R Programming (0.75 credits)

This course will provide an overview of R, an open source language for statically computing and graphics. Practical issues will be covered, including reading data into R, accessing R packages, writing and debugging R functions and conducting basic statistical analyses with hands on application.

BIOS 5880 Directed Study (various credits)

Under special circumstances, scholars in need of a course in a translational research methodology that is not currently provided in the CRTP curriculum may arrange for a directed study. Approval is granted on an individual basis by the CRTP Executive Committee and is a limited privilege. To be considered, the scholar must submit in writing the need for a directed study, how it will benefit them in the current or future research, identify an appropriate faculty sponsor and a proposed syllabus.

Master's Thesis

To qualify for the M.S. degree in Clinical Research Methods from the Albert Einstein College of Medicine, each Scholar must complete a Master's Thesis. Satisfactory completion of the thesis requires a thesis submitted with approval of the student's mentor and will undergo a review process outlined below.

Goals of the Thesis

The Thesis is the capstone of the CRTP and the M.S. degree. The Clinical Research Training Program is designed to combine didactic classroom learning with a hands-on, mentored research experience; the Thesis is the culmination of that experience. By successfully defending the Thesis, each Scholar is expected to demonstrate mastery of the knowledge and skills required to conduct clinical research.

Thesis Format

The thesis is required to be in the style of a manuscript that is suitable for publication in a peer-reviewed journal. The thesis must include an original analysis of data conducted by the Scholar, either newly collected, existing from a parent study, or from secondary sources, that is conducted by the Scholar which addresses a clearly stated and justified hypotheses. A review paper is not acceptable, except for a meta-analysis using appropriate statistical techniques. The manuscript must be written by the Scholar, who must be the **first** author with the primary responsibility for its content in accordance with standard practice of biomedical journals. The analysis and the preparation of the manuscript must take place while the Scholar is enrolled in the CRTP, and must not represent work that has been done prior to CRTP enrollment. A major peer-reviewed journal must be identified by the Scholar and approved by the CRTP; the thesis must conform to that journal's manuscript requirements. While it is not required that the manuscript actually be submitted to a journal before consideration as a Master's Thesis, it is hoped that all such Theses will ultimately be submitted for publication.

General Requirements

1. The Thesis must represent the Scholar's own work. While clinical research is by its nature collaborative, the Scholar must be the leader of the research team. The Scholar's contribution must be that of the first author with the primary responsibility for its content in accordance with standard practice of biomedical journals.
2. The Thesis project must involve data collection or an original analysis of existing data.
3. The Thesis project must have a hypothesis, i.e., use appropriate epidemiologic design for the question and must include comparison groups. (Please note: Phase I drug studies are not acceptable).
4. The Thesis must be a clinical research project, as defined by the NIH Director's Panel on Clinical Research.

Clinical Research is research with human subjects that is:

- Patient-oriented research. Research conducted with human subjects (or on material of human origin such as tissues, specimens, and cognitive phenomena) for which an investigator (or colleague) directly interacts with human subjects. Excluded from this definition are in vitro studies that utilize human tissues that cannot be linked to a living individual. It includes mechanisms of human disease, therapeutic interventions, clinical trials and development of new technologies.
- Epidemiological and behavioral studies.
- Outcomes research and health services research. Studies falling under 45 CFR part 46.101(b) (4) (Exemption 4) are not considered clinical research by this definition.

Procedures

The Thesis process will be overseen by the CRTP Director, Aileen McGinn, PhD.

The Thesis Proposal

Thesis Proposals are due by **February 1** of the first year. Required components are:

- Title
- Specific Aims
- Preliminary Data/Analysis, if available (not required)
- Description of the project*
- Mentor's name and signature
- Specific peer-reviewed journal whose format will be used
- A proposed timetable (for data collection and draft submission)

*The project description should indicate what research question will be addressed, and should identify at least one testable hypothesis. A brief (1-2 paragraphs) background should focus on justifying the importance of the research. It should indicate a sampling or subject recruitment strategy; a basic study design; an analytic strategy; and a sample size calculation or power analysis. The project description should be no more than 2-3 pages (double-spaced).

Changes in thesis topic after submission of the thesis proposal must be made in writing and approved by the Scholar's mentor and CRTP Executive Committee.

Mentoring Team

Every Scholar is admitted to the CRTP with an identified Mentor. Very often as their research progresses the Scholar finds that he or she requires additional expertise. In fact, it is unusual for a clinical research project to progress without the help and advice of several faculty members with a variety of relevant specialized knowledge. An example of this would be a Scholar with a Mentor who may be highly knowledgeable about the disease the Scholar is studying and a very strong advocate for the Scholar's career development but whose research is translational or basic science. The Scholar may need a Co-Mentor with epidemiologic or health services research methodological skills that are more closely aligned with the Scholar's thesis or research interest. Sometimes the CRTP provides expertise such that a Scholar does not feel the need for additional Mentoring. Often there is a group of faculty members that work together in a research program, such as a biostatistician, epidemiologist and physician-scientist, all of whom may provide Mentoring to the Scholar. It is increasingly common, though not required, that Scholars have Mentoring Teams.

Statistical Consultations

All Scholars are required to obtain statistical consultation twice during the development of the Thesis as detailed below. Formal consultation can be provided by Dr. Melissa Fazzari. To arrange a statistical consultation with Dr. Fazzari email her directly (Melissa.Fazzari@einstein.yu.edu) indicating you would like to discuss your CRTP thesis project. Scholars must provide 2 examples of papers that discuss their topic and proposed design.

If a Scholar has another statistician involved in the project, that person can serve as the statistical consultant with the approval of the CRTP leadership.

Fall Year 1: Each Scholar will meet individually with Dr. Melissa Fazzari or other approved consultant to review their hypothesis, methodology, sample size estimate, and statistical analysis plan. This will be useful in the development of the Thesis Proposal.

Fall Year 2: Each Scholar is required to have an individual follow-up meeting with Dr. Melissa Fazzari or another approved consultant to go over the interim analysis of the thesis project.

Thesis Grading Process

Thesis grading is pass/fail and is reviewed in a manner similar to a peer-reviewed journal submission. Two reviewers, selected by the CRTP, will critique each thesis and a consensus decision will be made as to whether the submission is accepted as is ("Pass"), needs minor revisions or needs major revisions (and re-evaluation for determination of grade). Written critiques will generally be provided to the candidate.

Thesis Presentations

Each Scholar is required to present her/his thesis work during a series of seminars held in May of the second year. Scholars will have 30 minutes allotted: a 15-minute presentation, followed by 15 minutes of discussion. They are also required to submit on or before the day of their thesis presentation a poster version of the thesis as a PowerPoint slide

M.S. "with distinction"

The candidate will be eligible for an "MS with Distinction" if a manuscript is submitted to a journal prior to graduation, and is accepted for publication within the next 12 months.

For Scholars who are first author on original manuscripts which are based on analyses from multicenter or other studies that require final approval of a Study's Executive Committee as the last step prior to submission to a journal for peer review are eligible for an MS "with distinction" if 1) the manuscript was submitted to the Executive Committee or equivalent prior to CRTP graduation and 2) the paper was accepted for publication within 12 months of CRTP graduation. If one of these criteria is met, the candidate will be considered for the award of an MS "with Distinction."

The decision will be made by the CRTP Executive Committee, and will consider the thesis (including publishing journal) and the candidate's academic performance throughout the CRTP.

Guidelines for Grading CRTP Research and Thesis

Final Objective: The CRTP Scholar should be able to utilize theoretical and practical aspects of learning to design, execute and present the results of hypothesis-driven clinical research consistent with the mission of CRTP: "to identify, educate, and mentor clinician scientists for productive careers in clinical research."

Enabling Objectives: The CRTP Scholar should complete a scholarly thesis, which will lead to further research activity in accordance with the following principles:

1. Hypothesis

- a. What is/are the specific questions to be answered?
- b. What population will be studied?
- c. What is the setting, e.g., academic hospital-based, outpatient-based, community-based?
- d. What final population will the findings be applicable?

2. Study Design

- a. What will be the nature of the study, e.g., randomized controlled clinical study, case control study, cross-sectional study, other?
- b. What will constitute the control group/s?
- c. Are inclusion and exclusion criteria clearly defined?
- d. How will the potential for sample selection bias be minimized?
- e. Are primary and secondary end-points justified and clearly defined?
- f. Will the study have sufficient sample size for adequate statistical power?

3. Data collection

- a. Has the reliability and reproducibility of observations been assured?
- b. Are data collection methods appropriate with adequate sensitivity and specificity to analyze study end-points?

4. Data analysis

- a. Are data internally consistent, i.e., do the numbers add up, are subgroups reconciled, are data tables correct?
- b. Are charts and tables utilized appropriately? Are data amenable to statistical analysis? Have relevant statistical methods been correctly applied? Have statistical methods used clearly identified for individual data sets?
- c. How reliable is the statistical significance of data? Have additional statistical methods been applied or comparisons made to verify whether differences hold up?
- d. Does data analysis include consideration of the sensitivity and specificity of the findings?

- e. Does data analysis consider the possibility of confounding variables, including incompatibilities between control and experimental groups?

5. Data interpretation and conclusions

- a. Are conclusions justified by the data analysis? Has the hypothesis been adequately tested?
- b. Are findings discussed appropriately and placed in proper context with the existing literature?
- c. What are the limitations and weaknesses of the study? What further questions will be appropriate to address? How will the studies guide or lead to future clinical research of the scholar?

6. Objective evaluation of research

- a. Evaluation of the specific areas indicated above will be appropriate for determining the quality of research and whether the goals of thesis work have been met.
- b. The completed thesis should provide insights into the overall breadth and depth of the scholar's knowledge in clinical research.

Timetable for Thesis

Year One:

September	<ul style="list-style-type: none"> • Start meeting regularly with mentor(s) • Continue to define and develop research project • Obtain and use reference software • Begin literature search on selected research topic
October – February	<ul style="list-style-type: none"> • Arrange the first statistical consultation with Dr. Melissa Fazzari by sending her an email (Melissa.fazzari@einstein.yu.edu) • IRB submission should be underway • For scholars using secondary datasets from multicenter studies, concept sheets and other required forms should be submitted in order to obtain data • February 1: Submission deadline for thesis proposal
February – June	<ul style="list-style-type: none"> • Works-In-Progress Presentation, go over with mentor in advance • Work on thesis (Introduction & Methods can be written in advance of final results) • Obtain dataset for those who are using secondary datasets • IRB approval should be complete, and data collection ongoing • Works-in-Progress Presentation, go over with mentor in advance

Year Two:

July	<ul style="list-style-type: none"> • July 1: First draft of thesis should be submitted for comments to mentor and co-mentors
August - November	<ul style="list-style-type: none"> • Second statistical consult should be arranged in the fall • Penultimate draft of thesis complete
December	<ul style="list-style-type: none"> • Works-in Progress
February	<ul style="list-style-type: none"> • February 1: Thesis abstract submitted
March	<ul style="list-style-type: none"> • March 1: Final thesis submission • Review/grading process begins
April	<ul style="list-style-type: none"> • Thesis decisions distributed first week of April • Thesis revisions, if indicated, due by end of April
May	<ul style="list-style-type: none"> • Thesis presentations • Graduation luncheon

Student Evaluation and Academic Standards

Scholars are expected to familiarize themselves and to comply with the rules of conduct, academic regulations and established practices of the Albert Einstein College of Medicine and the CRTP. The admission of a Scholar, his/her continuation in any program of the College, the receipt of academic credits, graduation, and the conferring of any degree are entirely subject to the disciplinary powers of the CRTP and the College and to the Scholar's maintenance of high standards of ethical and Scholarly conduct. The Director, on the recommendation of the CRTP Executive Committee, may dismiss Scholars who are considered to be unfit for matriculation in the CRTP or for infringement of these policies and standards.

- Course examinations: Course examinations are a part of the evaluation process for most courses.
- Course grades: Scholars enrolled for credit and attending the entire course, will receive a Grade of Pass (P) or Fail (F). No credit is granted for courses with a grade of Fail. Scholars who fail a course may ask to be re-examined at the discretion of the Executive Committee.
- Master's Thesis: The Thesis is the capstone project of the CRTP, and its successful completion earns the Master's candidate credit toward the degree.

Official Transcript

Course and grade records will be maintained for every student in the form of a permanent transcript in accordance with the policies described in the Student Evaluation and Academic Standards section, above. The College has formulated its Student Record Policy to guarantee the rights of privacy and access as provided by the Family Education Rights and Privacy Act of 1974. This policy applies to all Scholars. Copies of the Student Record Policy are available in the CRTP office. Scholars who wish to review their records may do so on written request to the Director of the CRTP. Requests for transcripts should be made online at: <http://www.yu.edu/transcript>.

This online catalog supersedes all previous Catalogs and academic regulations and is binding on all students. It was prepared on the basis of the best information available at the time of publication. The [Albert Einstein College of Medicine](#) (referred to as 'Einstein') reserves the right to change tuition, fees, course offerings, regulations, and admission and graduation requirements at any time without prior notice. Changes are effective immediately, unless explicitly specified to the contrary.