

Frequently Asked Questions
OCR Research Scope of Practice (RScOP) Policy & Form

- 1. Do I need to submit a separate RScOP form for each investigator I work with?**
 - a. No. The form may be signed by your Supervisor or Supervising Investigator.
- 2. Do I need to submit a separate RScOP form for each different protocol that I work with?**
 - a. No. The RScOP is not protocol specific. The form is intended to state the duties that you are allowed to perform in your role/practice.
- 3. Which PI signs and verifies if I work with more than one PI?**
 - a. Your primary investigator or your departmental supervisor. Keep in mind that the Research Scope of Practice is not protocol specific and will only be re-submitted if duties are added or modified.
- 4. If my duties are modified, should I update my RScOP?**
 - a. Yes. If your duties are modified, the policy does require that you submit an updated Research Scope of Practice form.
- 5. If my Supervisor or Supervising Investigator changes, should I update my RScOP?**
 - a. Yes. If your Supervisor changes, the policy does require that you submit an updated Research Scope of Practice form.
- 6. Does the modified RScOP replace the previous Research Scope of Practice?**
 - a. Yes.
- 7. Does my RScOP expire?**
 - a. No. However, the PI is required to verify if there have been changes to the assigned duties and approved Research Scope of Practice for any of the study staff members at the time of IRB continuing review. See [Progress Report Form](#).
- 8. Am I required to submit a separate RScOP form to the affiliate institutions (e.g. VA, UHS)?**
 - a. UTHSA and UHS share this form. It should be submitted to OCRmail@uthscsa.edu.

For VA, contact the WOC and Research Personnel Coordinator:
<https://www.southtexas.va.gov/RESEARCH/contacts.asp>.
- 9. Do PIs need to complete the RScOP Form for themselves?**
 - a. Yes. If they are a Student, Resident/Fellow, Non-licensed MD, or a non-licensed professional Interacting or intervening with living individuals.
- 10. Where may I obtain more information?**

For information about the policy, the form, or the administration of the RScOP process contact:

Office of Clinical Research (OCR)
210-567-8555
OCRmail@uthscsa.edu
Research Administration Building, Room 3.114