Dear Research Quality Teams,

The SCAP Report was run at 7:30am this morning and is now available in the RQMP Resources and Reports folder on Box.

- Please reach out to RQMP@duke.edu with the names and/or NetIDs of any specific individuals that you are concerned about so that we can confirm their SCAP attestation status between now and the June 30th deadline. We are happy to assist!
- Final compliance numbers will be determined based on attestations recorded in the Qualtrics survey by midnight on June 30, 2023.
- We will work with your unit to adjust the compliance calculation in Section U in REDCap if there are last minute additions to the RCR Tracker that impact the list of individuals required to attest.
- Final compliance numbers will be calculated and confirmed by our office next week, based on attestations completed by the deadline and our communications with you.

Thank you,
The RQMP Central Office

Duke Acronym definition webpage: https://wiki.duke.edu/display/Acro/Duke+Acronyms
Dear Research Quality Teams,

We are in the final week for the June milestones! Most units are already complete for all milestones and several units are just a few people away from meeting the upcoming SCAP attestation metric, it’s the final push!

Please review the following important information:

- **The recent Qualtrics system issue regarding email confirmations for SCAP attestation or RCR training has been resolved, so as of this morning your folks should be receiving email confirmations once again.**
- **The next SCAP report will be available on Wednesday, June 28th, in the RQMP Resources and Reports folder on Box. Please reach out to RQMP@duke.edu with the names and/or NetIDs of any specific individuals that you are concerned about so that we can confirm their SCAP attestation status prior to or after Wednesday’s report. We are happy to assist!**
- **Final compliance numbers will be determined based on attestations recorded in the Qualtrics survey by midnight on June 30, 2023.**
- **We will work with your unit to adjust the compliance calculation in Section U in REDCap if there are last minute additions to the RCR Tracker that impact the list of individuals required to attest.**
- **Final compliance numbers will be calculated and confirmed by our office next week, based on the June 30th SCAP report and our communications with you.**
- **RCR and SCRI reports will resume on June 29th. If you have any questions about RCR training compliance status for individuals, please consult the RCR Tracker directly. Questions about SCRI training can be directed to our office or to ASIST@duke.edu.**

**SCAP Attestation – Due June 30th:**

- You can evaluate your unit’s compliance numbers (individuals required to attest and individuals who have attested) by filtering the weekly SCAP Report (located in Duke Box) on the Unit (O) and Compliance Brief (T) columns.
- When reaching out to non-compliant individuals (i.e., Column T = “SCAP Attestation Due by 06/30/2023”), please specify that they must attest to the SCAP of their primary affiliation from the dropdown list in the survey. Attestation to a non-primary unit’s SCAP in Qualtrics does not count toward the milestone metric for your unit.
Provide Update on DMP SMART Goal – Due June 30th:
If your unit had a SMART Goal from Year 3 of the program that pertained to data management practices and your report is still due, please contact us ASAP with a status update.

Upcoming RCR-200 Training events: Registration links for upcoming RCR-200 events.

- June 27th 10am-11:30am Good and Questionable Authorship Practices
- June 29th 12pm-1:30pm In person Research Town Hall at Great Hall, Trent Semans for Education Fostering Belonging in the Research Environment
- July 10th 10am-11:30am The Crucial Role of Mentoring in Preserving Research Integrity
- July 20th 5:30pm-7pm Registered Reports – A Potential New Way to Publish

Thank you,
The RQMP Central Office
Duke Acronym definition webpage: https://wiki.duke.edu/display/Acro/Duke+Acronyms
Dear Research Quality Teams,

We are down to 10 days left for the three June milestones. Thank you again for your hard work! Please see important notes highlighted below:

**Please read the following important information regarding changes to the frequency of SCAP, RCR and SCRI reports for the remainder of June:**

- The next SCAP report will be available tomorrow, June 21st, in the RQMP Resources and Reports folder on Box.
- An extra SCAP report will be available on Friday, June 23rd, one week prior to the June 30th deadline, to assist you with checking attestation status of researchers within your unit.
- RCR and SCRI reports will not be produced during the period of June 20th-28th, but will resume on June 29th. If you have any questions about RCR training compliance status for individuals, please consult the RCR Tracker directly. Questions about SCRI training can be directed to our office or to ASIST@duke.edu.

**SCAP Attestation – Due June 30th:**

- You can evaluate your unit’s compliance numbers (individuals required to attest and individuals who have attested) by filtering the weekly SCAP Report (located in Duke Box) on the Unit (O) and Compliance Brief (T) columns.
- When reaching out to non-compliant individuals (i.e., Column T = “SCAP Attestation Due by 06/30/2023”), please specify that they must attest to the SCAP of their primary affiliation from the dropdown list in the survey. Attestation to a non-primary unit’s SCAP in Qualtrics does not count toward the milestone metric for your unit.
- Final compliance numbers will be determined based on attestations recorded in the Qualtrics survey by midnight on June 30, 2023. We will work with your unit to adjust the compliance calculation in Section U in REDCap if there are last minute additions to the RCR Tracker that impact the list of individuals required to attest.

**Data Management Practices survey - Due June 30th:**

**Where do I find the survey?** Here is the link: [https://duke.is/rzd8](https://duke.is/rzd8)

**What is the survey for?** This survey is intended to gather feedback on how best practices in data management processes (e.g., data integrity, storage, organization, sharing, archiving) are
being ensured via completion of an internal program evaluation. The survey is designed to identify what activities are being done, collect quantitative and qualitative measurements of those efforts, and identify gaps/opportunities that still exist. The survey includes questions regarding preparations for and implementation of the NIH Data Management and Sharing Policy.

**Who should complete the survey?**
- Only RQOs, LRAs and assigned delegates named in the RQMP project in REDCap should complete the survey.
- A minimum of 1 competed survey per unit is required for the June 30th milestone, but we encourage any/all quality team members to respond if desired.

**How long should this survey take to complete?** We anticipate that it will take 15-20 minutes to complete.

**What needs to be done after the survey is taken?** Check the box to record that the survey has been completed in Section U in REDCap. Be sure to save the form before exiting REDCap. Check within your research quality team (i.e., RQO, LRA and assigned delegates named in the RQMP project in REDCap) to make sure that at least one Qualtrics survey is completed per unit for the milestone. If you are unsure, please reach out and we can check the status in Qualtrics for you.

**Provide Update on DMP SMART Goal – Due June 30th:**
If your unit had a SMART Goal from Year 3 of the program that pertained to data management practices and it is still in progress, we need either a progress report or a final report uploaded to Section U in REDCap by June 30th. Unsure if you need to submit a report? Please contact us!

**Upcoming RCR-200 Training events:** Registration links for upcoming RCR-200 events.
- June 22nd 11am-12:30pm [Perverse Incentives in Academia](#)
- June 27th 10am-11:30am [Good and Questionable Authorship Practices](#)
- June 29th 12pm-1:30pm In person event at Great Hall, Trent Semans for Education [Fostering Belonging in the Research Environment](#)
- July 10th 10am-11:30am [The Crucial Role of Mentoring in Preserving Research Integrity](#)

Thank you,
The RQMP Central Office
Duke Acronym definition webpage: [https://wiki.duke.edu/display/Acro/Duke+Acronyms](https://wiki.duke.edu/display/Acro/Duke+Acronyms)
Dear Research Quality Teams,

We are closing in on the deadline for the last three June milestones. Thank you for your hard work, we are almost there!

**Please read the following important information regarding changes to the frequency of SCAP, RCR and SCRI reports for the remainder of June:**

- **A new SCAP report will be produced tomorrow, June 13th** rather than on Wednesday, June 14th. SCAP reports will return to Wednesday production on June 21st.
- **An extra SCAP report** will be run on Friday, June 23rd, one week prior to the June 30th deadline, to assist you with checking attestation status of researchers within your unit.
- **RCR and SCRI reports will not be produced during the period of June 14th-28th**, but will resume on June 29th. If you have any questions about RCR training compliance status for individuals, please consult the RCR Tracker directly. Questions about SCRI training can be directed to our office or to ASIST@duke.edu.

**SCAP Attestation – Due June 30th:**

- You can evaluate your unit’s compliance numbers (individuals required to attest and individuals who have attested) by filtering the weekly SCAP Report (located in Duke Box) on the Unit (O) and Compliance Brief (T) columns.
- When reaching out to non-compliant individuals (i.e., Column T = “SCAP Attestation Due by 06/30/2023”), please specify that they must attest to the SCAP of their **primary affiliation from the dropdown list in the survey**. **Attestation to a non-primary unit’s SCAP in Qualtrics does not count toward the milestone metric for your unit.**
- Final compliance numbers will be determined based on attestations recorded in the Qualtrics survey by midnight on **June 30, 2023**. We will work with your unit to adjust the compliance calculation in Section U in REDCap if there are last minute additions to the RCR Tracker that impact the list of individuals required to attest.

**Data Management Practices survey - Due June 30th:**

*Where do I find the survey?* Here is the link: [https://duke.is/rzad8](https://duke.is/rzad8)  
*What is the survey for?* This survey is intended to gather feedback on how best practices in data management processes (e.g., data integrity, storage, organization, sharing, archiving) are being ensured via completion of an internal program evaluation. The survey is designed to
identify what activities are being done, collect quantitative and qualitative measurements of those efforts, and identify gaps/opportunities that still exist. The survey includes questions regarding preparations for and implementation of the NIH Data Management and Sharing Policy.

Who should complete the survey?

- Only RQOs, LRAs and assigned delegates named in the RQMP project in REDCap should complete the survey.
- A minimum of 1 competed survey per unit is required for the June 30th milestone, but we encourage any/all quality team members to respond if desired.

How long should this survey take to complete? We anticipate that it will take 15-20 minutes to complete.

What needs to be done after the survey is taken? Check the box to record that the survey has been completed in Section U in REDCap. Be sure to save the form before exiting REDCap. Check within your research quality team (i.e., RQO, LRA and assigned delegates named in the RQMP project in REDCap) to make sure that at least one Qualtrics survey is completed per unit for the milestone.

Provide Update on DMP SMART Goal – Due June 30th:
If your unit had a SMART Goal from Year 3 of the program that pertained to data management practices and it is still in progress, we will need either a progress report or a final report uploaded to Section U in REDCap by June 30th.

Upcoming RCR-200 Training events: Registration links for upcoming RCR-200 events.

- June 14th 11am-12:30pm Managing Conflict of Interest in Academic Research
- June 22nd 11am-12:30pm Perverse Incentives in Academia
- June 27th 10am-11:30am Good and Questionable Authorship Practices
- June 29th 12pm-1:30pm In person event at Great Hall, Trent Semans for Education Fostering Belonging in the Research Environment

Thank you,
The RQMP Central Office
Duke Acronym definition webpage: https://wiki.duke.edu/display/Acro/Duke+Acronyms
Dear Research Quality Teams,

Let us know soon if you have any questions regarding the remaining Year 4 milestones, as they are fast approaching.

**SCAP Attestation – Due June 30th:**

- You can evaluate your unit’s compliance numbers (individuals required to attest and individuals who have attested) by filtering the weekly SCAP report (located in Duke Box) on the Unit (O) and Compliance Brief (T) columns. A refreshed version of the report will be posted on Wednesday!
- When reaching out to non-compliant individuals (i.e., Column T = “SCAP Attestation Due by 06/30/2023”), please specify that they must attest to the SCAP of their primary affiliation from the dropdown list in the survey. Attestation to a non-primary unit’s SCAP in Qualtrics does not count toward the milestone metric for your unit.
- Final compliance numbers will be determined based on attestations recorded in the Qualtrics survey by midnight on June 30, 2023. We will work with your unit to adjust the compliance calculation if there are last minute additions to the RCR Tracker that impact the list of individuals required to attest.

**Upcoming RCR-200 Training events:** Registration links for upcoming RCR-200 events.

- June 6th 5pm-6:30pm Questionable Research Practices in Academic Research
- June 14th 11am-12:30pm Managing Conflict of Interest in Academic Research
- June 22nd 11am-12:30pm Perverse Incentives in Academia
- June 27th 10am-11:30am Good and Questionable Authorship Practices

In case you missed it...

**Data Management Practices survey - Due June 30th:**

*Where do I find the survey?* Here is the link: [https://duke.is/rzad8](https://duke.is/rzad8)

*What is the survey for?* This survey is intended to gather feedback on how best practices in data management processes (e.g., data integrity, storage, organization, sharing, archiving) are being ensured via completion of an internal program evaluation. The survey is designed to identify what activities are being done, collect quantitative and qualitative measurements of those efforts, and identify gaps/opportunities that still exist. The survey includes questions regarding preparations for and implementation of the NIH Data Management and Sharing
Policy.

**Who should complete the survey?**

- **Only** RQOs, LRAs and assigned delegates named in the RQMP project in REDCap should complete the survey.
- A minimum of 1 competed survey per unit is required for the June 30th milestone, but we encourage any/all quality team members to respond if desired.

**How long should this survey take to complete?** We anticipate that it will take 15-20 minutes to complete.

**What needs to be done after the survey is taken?** Check the box to record that the survey has been completed in Section U in REDCap. Be sure to save the form before exiting REDCap. Check within your research quality team (i.e., RQO, LRA and assigned delegates named in the RQMP project in REDCap) to make sure that at least one Qualtrics survey is completed per unit for the milestone.

**Provide Update on DMP SMART Goal – Due June 30th:**

If your unit had a SMART Goal from Year 3 of the program that pertained to data management practices and it is still in progress, we will need either a progress report or a final report uploaded to Section U in REDCap by June 30th.

Thank you,
The RQMP Central Office
Duke Acronym definition webpage: [https://wiki.duke.edu/display/Acro/Duke+Acronyms](https://wiki.duke.edu/display/Acro/Duke+Acronyms)
Dear Research Quality Teams,

We hope that you all had an enjoyable holiday weekend!

We have one month to go for the Year 4 milestones! Thank you for your continued effort to ensure your unit is on track to meet the June 30th metrics. Please note these important reminders:

**SCAP Attestation – Due June 30th:**

- SCAP attestation: When reaching out to remaining non-compliant folks to complete SCAP attestation, please specify clearly that they must attest to the SCAP of their primary affiliation from the dropdown list in the survey. They may attest to a SCAP for another CRU or department where they are conducting research as well, but attestations to non-primary unit SCAPs do not count toward the June 30th metric for your unit.
- SCAP attestation is a rolling requirement, and the number of people required to attest to a SCAP is fluid as researchers take new positions or others leave. For the milestone metric, final compliance numbers (persons required to attest and persons who have attested) will be determined as of June 30th. Numbers that have been prematurely entered in Section U may need to be revised at that time, based on the conclusive SCAP report.
- Although your unit may currently be at or very near 100% compliance for SCAP attestation, please keep an eye on the weekly SCAP report leading up to June 30th and reach out to any additional folks (i.e., new hires or transfers that become newly eligible to attest) to ensure that your unit remains in compliance on June 30th.

**Data Management Practices survey - Due June 30th:**

*Where do I find the survey?* Here is the link: [https://duke.is/rzad8](https://duke.is/rzad8)

*What is the survey for?* This survey is intended to gather feedback on how best practices in data management processes (e.g., data integrity, storage, organization, sharing, archiving) are being ensured via completion of an internal program evaluation. The survey is designed to identify what activities are being done, collect quantitative and qualitative measurements of those efforts, and identify gaps/opportunities that still exist. The survey includes questions regarding preparations for and implementation of the NIH Data Management and Sharing Policy.

*Who should complete the survey?*
- Only RQOs, LRAs and assigned delegates named in the RQMP project in REDCap should complete the survey.
- A minimum of 1 competed survey per unit is required for the June 30th milestone, but we encourage any/all quality team members to respond if desired.

**How long should this survey take to complete?** We anticipate that it will take 15-20 minutes to complete.

**What needs to be done after the survey is taken?** Check the box to record that the survey has been completed in Section U in REDCap. Be sure to save the form before exiting REDCap.

**Check within your research quality team (i.e., RQO, LRA and assigned delegates named in the RQMP project in REDCap) to make sure that at least one Qualtrics survey is completed per unit for the milestone.**

**Provide Update on DMP SMART Goal – Due June 30th:**
If your unit had a SMART Goal from Year 3 of the program that pertained to data management practices and it is still in progress, we will need either a progress report or a final report uploaded to Section U in REDCap by June 30th.

*In case you missed it:*

As you may have seen, the Office for Research & Innovation (OR&I) is pleased to announce the publication of the [Research Policy Manual](#), a resource compiling Duke University’s current research policies into a single, well-organized, and searchable volume. The Research Policy Manual, now available in a web-based platform, makes research policies easier to find so all individuals (faculty, staff, trainee, visiting scholars, etc.) in the research community know the institutional expectations and principles for the design, conduct, and reporting of research at Duke.

**Upcoming RCR-200 Training events:** Registration links for upcoming RCR-200 events.
- June 6th 5pm-6:30pm [Questionable Research Practices in Academic Research](#)
- June 14th 11am-12:30pm [Managing Conflict of Interest in Academic Research](#)
- June 22nd 11am-12:30pm [Perverse Incentives in Academia](#)
- June 27th 10am-11:30am [Good and Questionable Authorship Practices](#)

Thank you,
The RQMP Central Office
Duke Acronym definition webpage: [https://wiki.duke.edu/display/Acro/Duke+Acronyms](https://wiki.duke.edu/display/Acro/Duke+Acronyms)
Dear Research Quality Teams,

**Please review these important announcements:**

- You may have received communications from Sherry Brown in ORA over the past two weeks with the subject Line “Revised Attachment B for Reporting Relationship Letters.” That request to upload a revised attached to REDCap is separate from RQMP. **Please do NOT make any changes to your unit’s information in the RQMP project in REDCap based on her communication.** Sherry sent a follow-up email to LRAs on Friday clarifying the REDCap location corresponding to her request.

- As you may have seen, the Office for Research & Innovation (OR&I) is pleased to announce the publication of the [Research Policy Manual](#), a resource compiling Duke University’s current research policies into a single, well-organized, and searchable volume. The Research Policy Manual, now available in a web-based platform, makes research policies easier to find so all individuals (faculty, staff, trainee, visiting scholars, etc.) in the research community know the institutional expectations and principles for the design, conduct, and reporting of research at Duke.

Thank you for your continued efforts to ensure your unit is on track to meet the June 30th milestone metrics! **Please note these important reminders:**

- **SCAP attestation:** When reaching out to folks within your unit to complete SCAP attestation, **please specify clearly that they must attest to the SCAP of their primary affiliation from the dropdown list in the survey. They may attest to a SCAP for another CRU or department where they are conducting research as well, but attestations to non-primary unit SCAPs do not count toward the June 30th metric for your unit.**

- **Data Management Practices survey:** Check within your research quality team (i.e., RQO, LRA and assigned delegates named in the RQMP project in REDCap) to make sure that at least one Qualtrics survey is completed per unit for the milestone.

**Obtain SCAP attestations – Due June 30th:** We encourage you to check your unit’s status in the [SCAP Reports](#) folder (updated weekly, typically on Wednesday) and prioritize reaching out to those still required to attest to the SCAP via the new Qualtrics survey link: [https://duke.is/gf7mq](https://duke.is/gf7mq). **Please note:** All units must have their faculty and staff utilize the new Qualtrics survey for attestation and NOT go directly to LMS or some other internal mechanism. In order to meet the SCAP compliance metric, which will be calculated on June 30th, each unit
must:
Ensure that all faculty and staff (including postdocs) engaged in research have attested to their primary unit's SCAP based on size of academic unit:

- < 3 researchers out of compliance in units with < 40 researchers
- < 5% of researchers out of compliance for units with 40 - 500 researchers
- < 26 researchers out of compliance for units with >500 researchers

Data Management Practices survey - Due June 30th:
Where do I find the survey? Here is the link: [https://duke.is/rzad8](https://duke.is/rzad8)
What is the survey for? This survey is intended to gather feedback on how best practices in data management processes (e.g., data integrity, storage, organization, sharing, archiving) are being ensured via completion of an internal program evaluation. The survey is designed to identify what activities are being done, collect quantitative and qualitative measurements of those efforts, and identify gaps/opportunities that still exist. The survey includes questions regarding preparations for and implementation of the NIH Data Management and Sharing Policy.
Who should complete the survey?
- **Only** RQOs, LRAs and assigned delegates named in the RQMP project in REDCap should complete the survey.
- A minimum of 1 competed survey per unit is required for the June 30th milestone, but we encourage any/all quality team members to respond if desired.

How long should this survey take to complete? We anticipate that it will take 15-20 minutes to complete.
What needs to be done after the survey is taken? Check the box to record that the survey has been completed in Section U in REDCap. Be sure to save the form before exiting REDCap.

Provide Update on DMP SMART Goal – Due June 30th:
If your unit had a SMART Goal from Year 3 of the program that pertained to data management practices and it is still in progress, we will need either a progress report or a final report uploaded to Section U in REDCap by June 30th. We are currently reaching out to these units to check in.

Upcoming RCR-200 Training events: Registration links for upcoming RCR-200 events.
- May 24th 6pm-7:30pm [Good and Questionable Authorship Practices](#)
- June 6th 5pm-6:30pm [Questionable Research Practices in Academic Research](#)
- June 14th 11am-12:30pm [Managing Conflict of Interest in Academic Research](#)
- June 22nd 11am-12:30pm [Perverse Incentives in Academia](#)

Thank you,
The RQMP Central Office
Duke Acronym definition webpage: https://wiki.duke.edu/display/Acro/Duke+Acronyms
Dear Research Quality Teams,

Thank you for all that you are doing to ensure progress toward the June 30th milestones is well underway! Please note these two important reminders:

- SCAP attestation: When reaching out to folks within your unit to complete SCAP attestation, please specify clearly that they attest to the SCAP of their primary affiliation. They may attest to a SCAP for another CRU or department where they are conducting research as well, but attestations to non-primary unit SCAPs do not count toward the June 30th metric.
- Data Management Practices survey: Check within your research quality team (i.e., RQO, LRA and assigned delegates named in the RQMP project in REDCap) to make sure that at least one Qualtrics survey is completed per unit for the milestone.

**Obtain SCAP attestations – Due June 30th:** We encourage you to check your unit’s status in the SCAP Reports folder (updated weekly, typically on Wednesday) and prioritize reaching out to those still required to attest to the SCAP via the new Qualtrics survey link: https://duke.is/gf7mq. Please note: All units must have their faculty and staff utilize the new Qualtrics survey for attestation and NOT go directly to LMS or some other internal mechanism.

In order to meet the SCAP compliance metric, which will be calculated on June 30th, each unit must:

Ensure that all faculty and staff (including postdocs) engaged in research have attested to their primary unit’s SCAP based on size of academic unit:

- < 3 researchers out of compliance in units with < 40 researchers
- < 5% of researchers out of compliance for units with 40 - 500 researchers
- < 26 researchers out of compliance for units with >500 researchers

**Data Management Processes survey - Due June 30th:**

Where do I find the survey? Here is the link: https://duke.is/rzad8

What is the survey for? This survey is intended to gather feedback on how best practices in data management processes (e.g., data integrity, storage, organization, sharing, archiving) are being ensured via completion of an internal program evaluation. The survey is designed to identify what activities are being done, collect quantitative and qualitative measurements of those efforts, and identify gaps/opportunities that still exist. The survey includes questions regarding preparations for and implementation of the NIH Data Management and Sharing Policy.

Who should complete the survey?

- Only RQOs, LRAs and assigned delegates named in the RQMP project in REDCap should complete the survey.
- A minimum of 1 competed survey per unit is required for the June 30th milestone, but we encourage any/all quality team members to respond if desired.

How long should this survey take to complete? We anticipate that it will take 15-20 minutes to complete.

What needs to be done after the survey is taken? Check the box to record that the survey has been
Provide Update on DMP SMART Goal – Due June 30th:
If your unit had a SMART Goal from Year 3 of the program that pertained to data management practices and it is still in progress, we will need either a progress report or a final report uploaded to Section U in REDCap by June 30th. We are currently reaching out to these units to check in.

Upcoming RCR-200 Training events: Registration links for upcoming RCR-200 events.

- May 17th, 12pm-1:30pm Lessons Learned from Research Misconduct Cases
- May 22nd, 12pm-1:30pm Global Research at Duke
- May 24th, 6pm-7:30pm Good and Questionable Authorship Practices

Thank you,
The RQMP Central Office
Duke Acronym definition webpage: https://wiki.duke.edu/display/Acro/Duke+Acronyms
Dear Research Quality Teams,

Please review information below regarding our approaching June 30th milestones and RCR-200 events. Thank you for your time and effort!

**Obtain SCAP attestations – Due June 30th:**

We are happy to report that 12 units have already made great progress in getting >90% of their folks attested and 7 others that are close behind. We encourage you to check your unit’s status in the SCAP Reports folder (updated weekly, typically on Wednesday) and prioritize reaching out to those still required to attest to their revised SCAP via the new Qualtrics survey link: [https://duke.is/gf7mg](https://duke.is/gf7mg). **Please note: All units must have their faculty and staff utilize the new Qualtrics survey for attestation and NOT go directly to LMS or some other internal mechanism.**

In order to meet the SCAP compliance metric, which will be calculated on June 30th, each unit must:

- Ensure that all faculty and staff (including postdocs) engaged in research have attested to their primary unit’s SCAP based on size of academic unit:
  - < 3 researchers out of compliance in units with < 40 researchers
  - < 5% of researchers out of compliance for units with 40 - 500 researchers
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If your unit had a SMART Goal from Year 3 of the program that pertained to data management practices and it is still in progress, we will need either a progress report or a final report uploaded to Section U in REDCap by June 30th. We are currently reaching out to these units to check in.

Upcoming RCR-200 Training events: Registration links for upcoming RCR-200 events.
- May 10th 1pm-2:30pm Research Data Policies and Resources
- May 11th 11am-12:30pm The Crucial Role of Mentoring in Preserving Research Integrity
- May 17th 12pm-1:30pm Lessons Learned from Research Misconduct Cases
- May 22nd 12pm-1:30pm Global Research at Duke
- May 24th 6pm-7:30pm Good and Questionable Authorship Practices

Thank you,
The RQMP Central Office
Duke Acronym definition webpage: https://wiki.duke.edu/display/Acro/Duke+Acronyms
Dear Research Quality Teams,

Happy May 1st! Thank you to those who have kindly provided positive feedback about the inclusion of RCR-200 training event details in our weekly messaging.

**Upcoming RCR-200 Training events:** Registration links for upcoming RCR-200 events.

- May 11\(^{\text{th}}\) 11am-12:30pm [The Crucial Role of Mentoring in Preserving Research Integrity](#)
- May 17\(^{\text{th}}\) 12pm-1:30pm [Lessons Learned from Research Misconduct Cases](#)
- May 22\(^{\text{nd}}\) 12pm-1:30pm [Global Research at Duke](#)

*In case you missed it…*

**Office Hours: NIH Data Management and Sharing Policy**

If you have questions or need help with your NIH data management & sharing plan, you can now meet online with data management consultants from the Duke Office of Scientific Integrity, the Duke University Libraries, and the Medical Center Library & Archives. These office hours are designed for individuals or small groups to receive customized help in data management planning for the new NIH DMS Policy. Bring your questions and/or your plan! **Office hours will be held on Thursday mornings at 9 am on Zoom and are limited to 4 registrants.** These sessions are FREE but registration is required.

- **Contact:** Sophia Lafferty-Hess, sophia.lafferty.hess@duke.edu, 919-660-5782.

**Data Management Processes survey - Due June 30\(^{\text{th}}\):**

*Where do I find the survey?* Here is the link: [https://duke.is/rzad8](https://duke.is/rzad8)

*What is the survey for?* This survey is intended to gather feedback on how best practices in data management processes (e.g., data integrity, storage, organization, sharing, archiving) are being ensured via completion of an internal program evaluation. The survey is designed to identify what activities are being done, collect quantitative and qualitative measurements of those efforts, and identify gaps/opportunities that still exist. The survey includes questions regarding preparations for and implementation of the NIH Data Management and Sharing Policy.

*Who should complete the survey?*

- **Only** RQOs, LRAs and assigned delegates named in the RQMP project in REDCap should complete the survey.
- A minimum of 1 competed survey per unit is required for the June 30\(^{\text{th}}\) milestone, but we encourage any/all quality team members to respond if desired.

*How long should this survey take to complete?* We anticipate that it will take 15-20 minutes to
complete.

**What needs to be done after the survey is taken?** Check the box to record that the survey has been completed in Section U in REDCap. Be sure to save the form before exiting REDCap.

![Survey completion check box](image)

**Provide Update on DMP SMART Goal – Due June 30th:**
If your unit had a SMART Goal from Year 3 of the program that pertained to data management practices and it is still in progress, we will need either a progress report or a final report uploaded to Section U in REDCap by June 30th. We are currently reaching out to these units to check in.

**Obtain SCAP attestations – Due June 30th:**
We have several units that have already made great progress in getting >90% of their folks attested but others that have 50% or less attested. We encourage you to check your unit’s status in the SCAP Reports folder (updated weekly, typically on Wednesday) and prioritize reaching out to those still required to attest to their revised SCAP via the new Qualtrics survey link: [https://duke.is/gf7mq](https://duke.is/gf7mq).

**Please note:** All units must have their faculty and staff utilize the new Qualtrics survey for attestation and NOT go directly to LMS or some other internal mechanism.

In order to meet the SCAP compliance metric, which will be calculated on June 30th, each unit must:

Ensure that all faculty and staff (including postdocs) engaged in research have attested to their primary unit's SCAP based on size of academic unit:

- < 3 researchers out of compliance in units with < 40 researchers
- < 5% of researchers out of compliance for units with 40 - 500 researchers
- < 26 researchers out of compliance for units with >500 researchers

Thank you,
The RQMP Central Office
Duke Acronym definition webpage: [https://wiki.duke.edu/display/Acro/Duke+Acronyms](https://wiki.duke.edu/display/Acro/Duke+Acronyms)
Dear Research Quality Teams,

We are pleased to announce the release of the Data Management Processes survey - Due June 30th.

Where do I find the survey? Here is the link: https://duke.is/rzad8

What is the survey for? This survey is intended to gather feedback on how best practices in data management processes (e.g., data integrity, storage, organization, sharing, archiving) are being ensured via completion of an internal program evaluation. The survey is designed to identify what activities are being done, collect quantitative and qualitative measurements of those efforts, and identify gaps/opportunities that still exist. The survey includes questions regarding preparations for and implementation of the NIH Data Management and Sharing Policy.

Who should complete the survey?
- Only RQOs, LRAs and assigned delegates named in the RQMP project in REDCap should complete the survey.
- A minimum of 1 competed survey per unit is required for the June 30th milestone, but we encourage any/all quality team members to respond if desired.

How long should this survey take to complete? We anticipate that it will take 15-20 minutes to complete.

What needs to be done after the survey is taken? Check the box to record that the survey has been completed in Section U in REDCap. Be sure to save the form before exiting REDCap.

Provide Update on DMP SMART Goal – Due June 30th:
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Obtain SCAP attestations – Due June 30th:
We have several units that have already made great progress in getting >90% of their folks attested but others that have 50% or less attested. We encourage you to check your unit’s status in the SCAP Reports on Box and prioritize reaching out to those still required to attest to their revised SCAP via the new Qualtrics survey link: https://duke.is/gf7mg. A new SCAP report is produced by our team
weekly, typically on Wednesday, and stored in the SCAP Reports folder.

In order to meet the SCAP compliance metric, which will be calculated on June 30th, each unit must:

Ensure that all faculty and staff (including postdocs) engaged in research have attested to their primary unit's SCAP based on size of academic unit:

<table>
<thead>
<tr>
<th>Size of Unit</th>
<th>Percentage of Researchers Out of Compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; 40 researchers</td>
<td>&lt; 3 researchers out of compliance</td>
</tr>
<tr>
<td>40 - 500 researchers</td>
<td>&lt; 5% of researchers out of compliance</td>
</tr>
<tr>
<td>&gt;500 researchers</td>
<td>&lt; 26 researchers out of compliance</td>
</tr>
</tbody>
</table>

**NOTE:** All units must have their faculty and staff utilize the new Qualtrics survey for attestation and NOT go directly to LMS or some other internal mechanism.

**Upcoming RCR-200 Training events:** Registration links for upcoming RCR-200 events. Is it helpful to get these RCR registration links every week? We would appreciate feedback at RQMP@duke.edu. Thank you!

- April 24th 6pm-7:30pm Registered Reports - A Potential New Way to Publish Research
- April 25th 12pm-1:30pm Artificial Intelligence and Academic Research
- May 1st 2pm-3:30pm Reproducibility Crisis: What Can We Do?
- May 11th 11am-12:30pm The Crucial Role of Mentoring in Preserving Research Integrity

Thank you,
The RQMP Central Office
Duke Acronym definition webpage: https://wiki.duke.edu/display/Acro/Duke+Acronyms
Dear Research Quality Teams,

We know a lot of folks have been out traveling or enjoying spring vacations, so we are repeating our announcements from last week and including some upcoming RCR-200 events.

**We have important follow up information regarding escalation paths that were recently submitted for the March 31st milestone:**

Laurianne Torres will be reviewing your plans as submitted in Section R of the RQMP REDCap database during the next few weeks.

If she has questions or comments regarding content:

1. Laurianne will open a query in REDCap, provide her comments and assign the query to the team member in your unit who originally entered the content in Section R.
2. REDCap will generate an email to that team member, notifying them of the query and asking them to respond.

If you receive an email from REDCap regarding a query, please follow these steps:

1. Open the data query assigned (see attached “Query email” screenshot example showing how to open the query) and review Laurianne’s comments.
2. Consult with the authors/stakeholders to determine what edits are needed.
3. Respond to the REDCap query (see attached “Query response” screenshot example).

   *Please note that you will not see the “Close the query” option in your version.*

4. Update the plan in Section R accordingly by editing the appropriate text boxes and saving the form, which will generate an historical entry with timestamp.

Once each query has been resolved, Laurianne or RQMP will close them. If you have any questions about the process, please reach out to RQMP@duke.edu.

**Obtain SCAP attestations – Due June 30th:**

We have several units that have already made great progress in getting >90% of their folks attested but others that have less than 50% attested. We encourage you to check your unit’s status in the SCAP Reports on Box and prioritize reaching out to those still required to attest to their revised SCAP via the new Qualtrics survey link: https://duke.is/gf7mq. A new SCAP report is produced by our team weekly, typically on Wednesday.

In order to meet the SCAP compliance metric, which will be calculated on June 30th, each unit must:

Ensure that all faculty and staff (including postdocs) engaged in research have attested to their primary unit’s SCAP based on size of academic unit:
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NOTE: All units must have their faculty and staff utilize the new Qualtrics survey for attestation and NOT go directly to LMS or some other internal mechanism.

Provide Update on How Best Management Processes are Ensured and Provide Update on DMP

SMART Goal – Due June 30th:
• RQMP is finalizing the Qualtrics survey for internal program evaluation and aim to send this out to units by the end of April. Submission of the survey is due by June 30th.
• If your unit had a SMART Goal from Year 3 of the program that pertained to data management practices and it is still in progress, we will need either a progress report or a final report uploaded to Section U in REDCap by June 30th. We will be reaching out to these units in the next week or so to check in.

Office Hours: NIH Data Management and Sharing Policy
If you have questions or need help with your NIH data management & sharing plan, you can now meet online with data management consultants from the Duke Office of Scientific Integrity, the Duke University Libraries, and the Medical Center Library & Archives. These office hours are designed for individuals or small groups to receive customized help in data management planning for the new NIH DMS Policy. Bring your questions and/or your plan! Office hours will be held on Thursday mornings at 9 am on Zoom and are limited to 4 registrants. These sessions are FREE but registration is required.
Contact: Sophia Lafferty-Hess, sophia.lafferty.hess@duke.edu, 919-660-5782.

Testing out templates for new NIH proposals:
If you apply to the NIH for funding, you likely know that the new NIH Policy describes the need for a Data Management and Sharing Plan (DMSP) as part of most applications. Duke is helping pilot DMSP templates, which may save you time in developing your plan. If you are willing to try a template and provide feedback to the NIH, please follow this link for information: https://myresearchpath.duke.edu/fdp-data-management-and-sharing-pilot

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Is it helpful to get these RCR registration links every week? We would appreciate feedback at RQMP@duke.edu. Thank you!

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Thank you,
The RQMP Central Office
Duke Acronym definition webpage: https://wiki.duke.edu/display/Acro/Duke+Acronyms
Dear Research Quality Teams,

We hope you all had a nice Easter weekend!

**We have important follow up information regarding escalation paths that were recently submitted for the March 31st milestone:**

Laurianne Torres will be reviewing your plans as submitted in Section R of the RQMP REDCap database during the next few weeks.

If she has questions or comments regarding content:

1. Laurianne will open a query in REDCap, provide her comments and assign the query to the team member in your unit who originally entered the content in Section R.
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In case you missed it...please share these data management opportunities with researchers in your unit:

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Upcoming RCR-200 Training events: Registration links for upcoming RCR-200 events.

- April 14th 12:30pm-2pm [Questionable Research Practices in Academic Research](#)
- April 19th 10am-11:30am [Lessons Learned from Research Misconduct Cases](#)
- April 24th 6pm-7:30pm [Registered Reports - A Potential New Way to Publish Research](#)

Thank you,
The RQMP Central Office

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Dear Research Quality Teams,

Congratulations and a big thank you for your part in achieving our shared goal of meeting the March milestone metrics for RQMP. We’re pleased to announce 100% of units completed both milestones by the due date! Job well done. Next week, we will start communicating about the 2 final milestones for Year 4 of the program, both due June 30th.

This week, we would like to announce two new opportunities related to data management. Please share them with researchers in your unit:

**Office Hours: NIH Data Management and Sharing Policy**
If you have questions or need help with your NIH data management & sharing plan, you can now meet online with data management consultants from the Duke Office of Scientific Integrity, the Duke University Libraries, and the Medical Center Library & Archives. These office hours are designed for individuals or small groups to receive customized help in data management planning for the new NIH DMS Policy. Bring your questions and/or your plan! **Office hours will be held on Thursday mornings at 9 am on Zoom and are limited to 4 registrants.** These sessions are FREE but registration is required.
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**Upcoming RCR-200 Training events:** Registration links for upcoming RCR-200 events.

- **April 4th** 2pm-3pm [Legal Issues in Computational Research Using Images and Audiovisual Works](https://myresearchpath.duke.edu/fdp-data-management-and-sharing-pilot)
- **April 6th** 11am-12:30pm [Reproducibility Crisis: What Can We Do?](https://myresearchpath.duke.edu/fdp-data-management-and-sharing-pilot)
- **April 14th** 12:30pm-2pm [Questionable Research Practices in Academic Research](https://myresearchpath.duke.edu/fdp-data-management-and-sharing-pilot)
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Thank you,
The RQMP Central Office
Duke Acronym definition webpage: [https://wiki.duke.edu/display/Acro/Duke+Acronyms](https://wiki.duke.edu/display/Acro/Duke+Acronyms)
Dear Research Quality Teams,

Thank you for all the work that you do to support research quality and your continued commitment to our program!

This is a friendly reminder that a few units still need to complete the remaining RQMP Milestone due this Friday:

1. **Each unit’s revised Escalation Path must be submitted in Section R of REDCap:**
   - Meet with internal stakeholders, as needed, to discuss the new escalation path template. Consider who within your unit is responsible and accountable at each step of the pathway and identify parties who should be consulted or informed when an issue arises.
   - Review recording and/or slides from Spring Training 2023 Event #1 - March 1, 2023 related to the management of scientific, budgetary, and commitment overlap if you have questions.
   - Develop internal processes to address the prompted questions in the escalation path template. *Please note that draft content is acceptable to meet the March 31st due date. The escalation path document is considered a living document, and periodic updates to content are to be expected as pathways may change over time.*
   - Complete the escalation path template and enter the information into the corresponding free text boxes in the Section R (Escalation Path) instrument in REDCap. Please also upload the escalation path document at the bottom of Section R.
   - Confirm that the escalation path is complete/final by checking the box in the Section U for the associated March 31st Year 4 milestone in REDCap.

Please let us know if you have difficulty updating the escalation path due to the structure of your unit or uncertainty of the details needed, and we will be happy to schedule a consultation or provide additional resources as needed.

**Upcoming RCR-200 Training events:** Registration links for upcoming RCR-200 events.

- March 28th 10am-11:30am [Best Practices and Resources for Qualitative Research at Duke](#)
- **EVENING EVENT** March 29th 6pm-7:30pm [Registered Reports – A Potential New Way to Publish Research](#)
- April 4th 2pm-3pm [Legal Issues in Computational Research Using Images and Audiovisual Works](#)
- April 14th 12:30pm-2pm [Questionable Research Practices in Academic Research](#)

Thank you,
The RQMP Central Office
Duke Acronym definition webpage: [https://wiki.duke.edu/display/Acro/Duke+Acronyms](https://wiki.duke.edu/display/Acro/Duke+Acronyms)
Good afternoon Research Quality Teams,

We want to reach out with important reminders regarding the RQMP Milestones that are due March 31, 2023:

1. All RQOs and LRAs must each attend at least one Spring Training event for the March 31st milestone

   The final RQT Spring Training Event is tomorrow, Tuesday, March 14, 2023 from 10:00-11:00 am:

   This event will cover topics related to data management, including the NIH Data Management and Sharing Policy and the upcoming Duke Research Data Policy. Please let us know if you need us to resend the zoom calendar invitation. If any RQO or LRA is not able to attend either Spring Training event due to scheduling conflicts, please let RQMP know ASAP so that we may make arrangements for a make-up session.

   RQO and LRA attendance for the RQT Training Events must be recorded in Section U of REDCap for the March 31, 2023 milestone:

2. Each unit’s revised Escalation Path must be submitted via REDCap, Section R:
   - Meet with internal stakeholders, as needed, to discuss the new escalation path template. Consider who within your unit is responsible and accountable at each step of the pathway and identify parties who should be consulted or informed when an issue arises.
   - Review recording and/or slides from Spring Training 2023 Event #1 - March 1, 2023 related to the management of scientific, budgetary, and commitment overlap as needed.
   - Develop internal processes to address the prompted questions.
   - Complete the escalation path template and enter the information into the corresponding free text boxes in the Section R (Escalation Path) instrument in REDCap.
   - Confirm that the escalation path is complete/final by checking the box in the Section U (Year 4 Milestones) instrument in REDCap.

Please let us know if you have difficulty updating the escalation path due to the structure of your unit or uncertainty of the details needed, and we will be happy to schedule a consultation.

**Upcoming RCR-200 Training events:** Registration links for upcoming RCR-200 events.

- March 21st 9am-10:30am Perverse Incentives in Academia
- March 28\textsuperscript{th} 10am-11:30am \textit{Best Practices and Resources for Qualitative Research at Duke}
- March 29\textsuperscript{th} 6pm-7:30pm \textit{Registered Reports – A Potential New Way to Publish Research}

Thank you,
The RQMP Central Office
Dear Research Quality Teams,

**March 1, 2023 RQT Spring Training Event #1**

We had great attendance and lots of dialogue at our first RQT Spring Training event last week, thanks to all who were able to join! ORA presented on the identification, reporting and management of overlap, to support our units in competing the escalation path template for the March 31st RQMP milestone. The recording and slides from the event are now available on Box at: Spring Training 2023_Event #1 - March 1, 2023. To further support overlap questions, RQMP is working with ORA to establish some open office hours and we will send out an announcement shortly with those dates/times.

Just a reminder... RQO and LRA attendance for the March 1st RQT Training Event must be recorded in Section U of REDCap for the March 31, 2023 milestone:

**March 1, 2023 RQT Spring Training Event #1**

We had great attendance and lots of dialogue at our first RQT Spring Training event last week, thanks to all who were able to join! ORA presented on the identification, reporting and management of overlap, to support our units in competing the escalation path template for the March 31st RQMP milestone. The recording and slides from the event are now available on Box at: Spring Training 2023_Event #1 - March 1, 2023. To further support overlap questions, RQMP is working with ORA to establish some open office hours and we will send out an announcement shortly with those dates/times.

Just a reminder... RQO and LRA attendance for the March 1st RQT Training Event must be recorded in Section U of REDCap for the March 31, 2023 milestone:
Our second RQT Spring Training Event is Tuesday, March 14, 2023 from 10:00-11:00 am: This event will cover topics related to data management, including the NIH Data Management and Sharing Policy and the upcoming Duke Research Data Policy. Again, please let us know if you need us to resend the zoom calendar invitation.

Upcoming RCR-200 Training events: Registration links for upcoming RCR-200 events.

- March 13th 10am-11:30am Lessons Learned from Research Misconduct Cases
- March 21st 9am-10:30am Perverse Incentives in Academia
- March 29th 6pm-7:30pm Registered Reports – A Potential New Way to Publish Research

Thank you,
The RQMP Central Office
Dear Research Quality Teams,

Please join us **Wednesday, March 1, 2023 from 12:30-2:00 pm** for our first RQT Spring Training Session! This training event will focus primarily on the identification, reporting, and management of overlap. The Escalation Path template relating to this training is again attached in advance of the meeting for your convenience. **Please bring questions to the meeting.** Let us know if you did not receive a zoom calendar invitation and we’ll be happy to resend.

Our second RQT Spring Training Session is **Tuesday, March 14, 2023 from 10:00-11:00 am**: This event will cover topics related to data management, including the NIH Data Management and Sharing Policy and the upcoming Duke Research Data Policy. Again, please let us know if you need us to resend the zoom calendar invitation.

**RQOs and LRAs are each required to attend at least one RQT training event, and their attendance date must be recorded in Section U of REDCap for the March 31, 2023 milestone.**

**Upcoming RCR-200 Training events:** Registration links for upcoming RCR-200 events. **Note new**
EVENING session on March 29th offered by ASIST in response to requests for extended hours RCR training events!

- March 3rd 12pm-1:30pm: Whose Paper Is It Anyway? Good and Questionable Authorship Practices
- March 6th 12pm-1:30pm: Managing Conflict of Interest in Academic Research
- March 13th 10am-11:30am Lessons Learned from Research Misconduct Cases
- March 29th 6pm-7:30pm Registered Reports – A Potential New Way to Publish Research

The RQMP Central Office
Dear Research Quality Teams,

In case you missed our General Announcements email of February 13th:

Revised Escalation Path Template: The revised template, with expanded scope to accommodate the upcoming March 31st milestone objective, is attached.

As discussed in the Milestone Detailed Handout, we’re asking each unit in Year 4 to expand the scope of their unit-level escalation path to include two specific pathways: 1) situations of scientific, budgetary and commitment overlap, and 2) noncompliance with and repercussions related to RCR trainings. The purpose of an escalation plan remains the same: To establish clear pathways to avoid premature or unnecessary escalation of issues to a central office, when often the issues can be resolved internally. Having a clear escalation path helps minimize delays, preserve intra-unit relationships between investigators and administrators, and improve efficiency, accountability, and integrity of all activities within the unit.

The revised Escalation Path template has prompted questions and free text boxes to describe how your unit will respond when these situations occur. Please take the following action to fulfill the March 31st milestone:

From: Research Quality Management Program
To: Abha Singh; Alissa Wallace; Amanda Griffin; Amanda Stemke, M.P.H.; Amy Edler; Amy Orange; Angela Rice-Warren; "annie.keith@duke.edu"; Anissa King; Anita Herrig, M.B.A.; Anthony Kue, M.D.; Ashley Price, Ph.D.; Barbara Smith; Becky Schroeder, MD; Bernard Fischer, D.V.M.; Beth Handed; Beth Perry, RN; Bip; Beth Shaz, M.D.; Bobbi Tucker; Bonita Funk, RN, BSN; Bradley J Goldstein, M.D., Ph.D.; Brian Perry; Brooks Fugua; Bruce Burnett, Ph.D.; Carl Pieper; Caroline Bishop; Caroline Joline; Carrie Killelea, Ph.D.; Cherie Heary; Cherise Hursey; Chloe Fournier; Chris Allen; Chris W Tobias; Christie Flintoff; Christin Daniels; Christoph Hornik; Christopher Newgard, Ph.D.; Chuan-Yuan Li; Clancy Leahy; Connie Riley; Cornel Maarris; Cynthia Toth, M.D.; Dan Stamer, Ph.D.; Dana Sanders; Daphne Slaughter; Dana-Lynne Purvis; David Bowersox; David Bowersox, David Kirsch; David Page; Deb Chavis-Keeling; Deborah Martin; Denise Snyder; Denise Wynn; Dennis Ko, M.D.; Derek Southwell; Don Fox, Ph.D.; Donna Hamel, M.B.A.; Dr Francis Chan, Ph.D.; Dr John Myers; Dr Megan Huchko, MD, MPH; Dr Richard Brennan, Ph.D.; Dr Steven George, Ph.D.; Dr William Gottschalk, Ph.D.; Eang King; Ebony Ambrose; Elena Musty; Eleonorad Laid, M.D., Ph.D.; Elizabeth Hauser, Ph.D.; Ellen O’Brian; Emmanuel Walter, M.D.; Eric Burkhalter; Eric S Huang, M.D., Ph.D.; Erin Arbuckle; Felipe Medeiros, M.D., Ph.D.; Floyd Border; Gary Hoke; George Toutloff; Gerald S Bloomfield, M.D.; Glenn Setliff, Sr.; Gloria Bass; Goldie Malek, Ph.D.; Gowthami Arepally, M.D.; Gregory Sempowski; Haley Gehris; Harrison Jones; Heather Adams; Heather Ellis; Heather Whiston, M.D.; Herman Staats, Ph.D.; J.L. Ariasens; Jacqueline Allen; James Merritt; Jeanette Florence; Jeffrey Everitt, D.V.M.; Jennifer Janes; Jennifer Langefeld; Jerry Brooke, M.B.A.; Jill Borland; Joe English; John Bartlett, M.D.; Joseph Lo; JT Solomon, M.B.A.; Judith N. Bukunya; Karen Kharasch; Katherine Misuraca, Ph.D.; Katherine Stanley; Kelly M, Deal, MPH; Kent Weinhold, Ph.D.; Kevin Saunders, Ph.D.; Kevin Weinfurt, Ph.D.; Kris Mathews; Kristi Praeha, M.P.H.; Kristie Wicker; Kristen Weaver; Kristy Averette; Kristy Galowik; Krytal Hamiton; Kyle Beausoleil, M.B.A.; Laura Fish; Laura Recomblad; Lauren Anderson; Ph.D.; Laurie Snyder, M.D.; Lindsey Klages; Lisa Hall; Manisha Patta, M.D.; Marcella Sarzotti Kelsey, Ph.D.; Marsha Newby; Mary E Robertson; Matthew Hartwig, M.D.; Matthias Gromeier, M.D.; Meq Stewart; Melissa Murad; Michael Fern, Ph.D.; Michael Kranqel, Ph.D.; Mollie Sykes; Monica Elam; Nancy Hassell; Olivia Cupelli; Ormit Chiba-Falek, Ph.D.; Pamela Noldner; Pediatric Chiefs; Rachel Orr; Rami Al-Rohill; Rebecca Hausmann; Rhonda Daily; Rhonda McCloud; Saimi Pilai; MBA; Samuel Kamau, M.B.A.; Sana Al-Khatib, M.D.; Sandra Yee Benedetto; Sara E Miller, Ph.D.; Sara Patillo, MS,SHS; Sarah Bean, M.D.; Scott Compton, Ph.D.; Scott Floyd, M.D., Ph.D.; Scott Soderling, Ph.D.; Shannon J McColl, M.D.; Shanta Garvin; Sharron Dorcherty, Ph.D.; Shelley Hwang, M.D.; Shelley Ruscincovitch; Shrut Rajia; Sidney Gospe III; Stephanie Newbould; Stephen Lisberger, Ph.D.; Steven Olsen, M.D.; Steven Shipes; Sue Hunter; Susan Kline; Sven-Eric Jordtl, Ph.D.; Tam How; Taylor Nuyen; Tiffany Cervi; Timothy Durning; Todd Loevic; Tom Stinchcombe, M.D.; Tomas Barrientos De Renshaw, Ph.D.; Tonika West; Tony Moody, M.D.; Tony Rogers Jr; Traci McNeill; Trong-Kha Truong; Tyrus Ronick; Vadim Arshavsky, Ph.D.; Valery Nelson; Virginia King-Barker; Wan Lan Lippang; "weave052@mc.duke.edu"; William E. Kraus, M.D.; William Krenger, Ph.D.; Windy Batten; Xi Chen, M.D.; Yi-Huaung Kung
Cc: Research Quality Management Program
Bcc: alexander.limkakeng (alexander.limkakeng@duke.edu); Catherine Staton (catherine.lynnch@duke.edu); Charles Gerardo (charles.gerardo@duke.edu); Joao Ricardo Nickenig Vissoci (inv4@duke.edu); Lowell Tyler (lowell.tyler@duke.edu); stephanie.eucker (stephanie.eucker@duke.edu)

Subject: RQMP General Announcements
Date: Monday, February 20, 2023 3:32:00 PM
Attachments: Escalation Plan Template v6_2023-02-13.docx
• Meet with internal stakeholders, as needed, to discuss the new escalation path template. Consider who within your unit is responsible and accountable at each step of the pathway and identify parties who should be consulted or informed when an issue arises.
• Develop internal processes to address the prompted questions.
• Participate in discussions/educational opportunities offered related to the management of scientific, budgetary, and commitment overlap (including the RQT Training session on March 1, 2023 from 12:30-2:00 pm, if possible).
• Complete the escalation path template and enter the information into the corresponding free text boxes in the Section R (Escalation Path) instrument in REDCap.
• Confirm that the escalation path is complete/final by checking the box in the Section U (Year 4 Milestones) instrument in REDCap.

Please let us know if you have difficulty updating the escalation path due to the structure of your unit or uncertainty of the details needed, and we will be happy to schedule a consultation.

**RQT Spring Training Sessions:** The two training events that will count toward the March 31, 2023 RQMP milestone are coming up soon, see dates below. Let us know if you did not receive a zoom calendar invitation and we’ll be happy to resend. *RQOs and LRAs are each required to attend at least one training event, and their attendance date must be recorded in Section U of REDCap.*

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**Upcoming RCR-200 Training events:** Registration links for upcoming RCR-200 events. **Note new EVENING session on Feb. 23** **rd offered by ASIST in response to requests for extended hours RCR training events!**

- February 20**th** 1pm-3pm online event: [CDVS Workshop: Meeting Data Management Plan](#)
Requirements

- February 23rd 5:30pm-7pm: Reproducibility Crisis: What Can We Do?
- March 6th 12pm-1:30pm: Managing Conflict of Interest in Academic Research

The RQMP Central Office
Dear Research Quality Teams,

**Revised Escalation Path Template:** The revised Escalation Path template, with expanded scope to accommodate the upcoming March 31st milestone objective, is attached.

As discussed in the Milestone Detailed Handout, we’re asking each unit in Year 4 to expand the scope of their unit-level escalation path to include two specific pathways: 1) situations of scientific, budgetary and commitment overlap, and 2) noncompliance with and repercussions related to RCR trainings. The purpose of an escalation plan remains the same: To establish clear pathways to avoid premature or unnecessary escalation of issues to a central office, when often the issues can be resolved internally. Having a clear escalation path helps minimize delays, preserve intra-unit relationships between investigators and administrators, and improve efficiency, accountability, and integrity of all activities within the unit.

The revised Escalation Path template has prompted questions and free text boxes to describe how your unit will respond when these situations occur. Please take the following action to fulfill the March 31st milestone:

- Meet with internal stakeholders, as needed, to discuss the new escalation path template. Consider who within your unit is responsible and accountable at each step of the pathway and...
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- February 17th 9am-10:30am Zoom event: Questionable Research Practices in Academic Research
• February 20th 1pm-3pm online event: CDVS Workshop: Meeting Data Management Plan Requirements

The RQMP Central Office
Dear Research Quality Teams,

We have attached today’s RCR and SCRi reports for your convenience. The next SCAP report will be produced and available in the RQMP Resources and Reports folder on Wednesday, Feb. 8th.

**Winter Roundtable:** Thanks to all who were able to attend our RQMP Winter Roundtable on January 30th! We had an excellent turnout and dialogue. We’ve attached the Year 1-4 Milestones slide covered during the Roundtable per the request of several attendees.

- **POWER AUTOMATE:** Beth Perry has shared some resources showing how Power Automate can be used to send automatic email reminders related to training and/or attestation due dates. We have posted the 3 files (video, power point slides, and example of the excel spreadsheet) to the General Resources subfolder in the RQMP Resources and Reports folder on Box. These materials were developed by a CRC in Neurosurgery and we’re very thankful to Beth for sharing them with our community! Parker Reeves (parker.reeves@duke.edu) at DOCR has kindly offered to serve as a resource for anyone needing assistance setting up or

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From: Research Quality Management Program
To: Abha Singh; Alissa Wallace; Amanda Griffin; Amanda Stemke, M.P.H.; Amy Edler; "Amy Orange"; Angela Rice-Warren; "angie.keith@duke.edu"; Anisaa King; Anita Herring, M.B.A.; Anthony Kuo, M.D.; "Ashley Price, Ph.D."; Barbara Smith; "Becky Schroeder, MD"; Bernard Fischer, D.V.M., Ph.D.; Beth Handel; "Beth Perry, RN, Dip."; Beth Shur, M.D.; "Bobbi Tucker"; Bonita Funk, RN, BSN; "Bradley J Goldestin, M.D., Ph.D."; Brooks Fuqua; "Bruce Burnett, Ph.D."; "Carl Pieper"; "Caroline Bishop"; Caroline Jordan; "Carrie Killelea, Ph.D."; "Chelsea Penumarthi"; Cherise Hursey; "Chloe Fournier"; Chris Allen; Chris W Tobias; Christie Flinton; "Chrisin Daniels"; Christoph Hornis; "Christopher Newgard, Ph.D."; "Chuan-Yuan Li"; Clancy Leahy; "Connie Riley"; "Coren Harris"; "Cynthia Toth, M.D."; "Dan Stamer, Ph.D., M.D."; Dana Sanders; Daphne Slaughter; "Dara-Lynne Purvis"; David Bowersox; "David Kirsch"; "David Pans"; Deb Chavis-Keeling; Deborah Martin; Denise Snyder; Denise Y Wynn; "Dennis Ko, M.D., Ph.D."; "Derek Southwell"; "Don Fox, Ph.D."; "Donna Hamed, M.B.A."; "Dr Francis Chan, Ph.D."; "Dr John Myers"; "Dr Megan Huchko, MD, MPH"; "Dr Richard Brennan, Ph.D."; "Dr Steven George, Ph.D."; "Dr William Gottschalk, Ph.D."; "Eang King"; "Ebony Ambrose"; "Elena Musty"; "Eleonora Lad, M.D., Ph.D."; "Elizabeth Hauser, Ph.D."; "Ellen O'Briant"; "Emmanuel Walter, M.D."; "Eric Barkhalter"; "Erif S Huang, M.D., Ph.D."; "Erik Arbuckle"; "Felipe Medeiros, M.D., Ph.D."; "Floyd Borden; Gary Hoke; "George Toutloff"; "Gerald S Bloomfield, M.D."; "Glenn Sethoff, Sr."; "Gloria Bass"; "Goldis Malek, Ph.D."; "Gowthami Arappally, M.D."; "Gregory Sempowski"; "Haley Gehris; Harrison Jones; Heath Adams; Heather Ellis; "Heather Whitson, M.D."; "Herman Staats, Ph.D."; "J.L. Ariasen; Jacqueline Allen; James Merritt; "Jeanette Florence"; "Jeanne Kirschner"; "Jeffrey Everitt, D.V.M."; "Jennifer Janes"; "Jennifer Langelied; "Jerry Brooke, M.B.A."; "Jill Borland; Joe English; "John Bartlett, M.D."; "Joseph Lo"; "JT Solomon, M.B.A."; "Judith N. Bukunya"; "Karen Krasch; Katherine Miskarac, Ph.D."; "Katherine Stanley; "Kelly M. Deal, MPH"; "Kent Weinhold, Ph.D., M.D."; "Kevin Saunders, Ph.D., M.D."; "Kevin Weinfurt, Ph.D., Ph.D."; "Kris Mathews"; "Kristy Prather, M.P.H."; "Kristie Wicker"; Kristin Weaver; "Kristy Averette"; Kristy Gajowiak; "Krista Hamton; Kyle Beausoleil, M.B.A."; Laura Fish; "Laura Regimbald; "Lauren Anderson, Ph.D."; "Laurie Snyder, M.D., Ph.D."; "Lindsay Klapes; "Lisa Hall"; "Manisha Palta, M.D."; "Marcella Sarzotti Kelloe, Ph.D."; "Marsha Newsby; Mary E Robertson; Matthew Hartwio, M.D."; "Matthews Gromeie, M.D., Ph.D."; "Meq Stewart; "Melania Micro; "Michael Fred; "Michael Kranqel, M.D."; "Mollie Sykes; Monica Elam; Nancy Hassell; "Olivia Cupelli; "Ornit Chiba-Falek, Ph.D."; "Pamela Holdner; "Pediatric Chiefs; Rachel Orr; Rami Al-Rohi; "Rebecca Heusmann; Rhonda Duly; Rhonda McCloud; Saini Pillai, MBA; "Samuel Kamau, M.B.A."; "Sana Al-Khatib, M.D."; "Sandra Yee Benedetto; "Sven-Eric Jordt, Ph.D."; "Sandra Yee Benedetto; "Sven-Eric Jordt, Ph.D."; "Sara Patillo, MSHS; "Sarah Bean, M.D."; "Scott Compton, Ph.D."; "Scott Floyd, M.D., Ph.D."; "Scott Soderling, Ph.D."; "Shannon J McCall, M.D."; "Shanta Gaglani; Sharron Docherty, Ph.D."; "Shelley Hwang, M.D."; "Shelley Rusincovitch; Shulji Raja; "Sidney Gospe III; "Stephanie Newbold; Stephen Lisberger, Ph.D."; "Steven Olson, M.D."; "Steven Shipes; "Sue Hunter; "Susan Kline; "Sven-Eric Jordt, Ph.D."; "Tammie Holmes, Taylor Nuyen; Tiffany Cory; "Timothy Durning; "Todd Leovic"; Tom Stinchcombe, M.D.; "Tomasa Barnierito De Remidhia, Ph.D."; "Tonika West; "Tony Moody, M.D."; "Tony Rogers Jr."; "Trace McNiel; "Trong-Kha Truong; "Tyrus Rorick"; "Vladim Anhavsky, Ph.D."; "Valery Nelson; "Virginia King-Barker; "Wan Lan Liao; weave052@mc.duke.edu; "William E. Kraus, M.D."; "William Krener, Ph.D."; "Windy Batten; "Xi Chen, M.D."; "Yi-Hung Kung

Cc: Research Quality Management Program; Parker Reeves
Bcc: Catherine Staton, M.D.; Charles Gerardo, M.D.; Alexander T. Limkakeng Jr; Joao Ricardo Nickenig Vissoci; Lowell Tyler; Stephanie Eucker, M.D., Ph.D.

Subject: RQMP General Announcements
Date: Monday, February 6, 2023 1:45:00 PM
Attachments: RQMP Milestones Year 1-4 slide.pdf; SoM-SoN RCR Tracker - Export_2023-02-06.xlsx; SoM-SoN SCRi Tracker - Exported_2023-02-06.xlsx
using Power Automate. Let us know if you have any similar tips or tools that you’ve found helpful in managing quality in your unit, and we’ll be happy to disseminate them to the broader group so that we can learn from each other.

**SCRI Deadline:** January 31st was the deadline for researchers to complete the 6-part SCRI series. A new SCRI report is attached and also available today in the RQMP Resources and Reports folder on Box to help you identify who still needs to complete the training. Access the training modules, FAQs and information about the series here: [https://myresearchpath.duke.edu/stewardship-and-compliance-research-investigators-scri-training-series](https://myresearchpath.duke.edu/stewardship-and-compliance-research-investigators-scri-training-series)

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- **March 14, 2023 from 10:00-11:00 am:** This training event will cover topics related to data management, including the new NIH Data Management and Sharing Policy that went into effect on January 25, 2023.

*In case you missed it:*

**Helpful Feedback on SCRI modules:** The ASIST team has provided the following feedback for researchers experiencing problems completing SCRI modules:

- The most common issue with SCRI module completion is that researchers do not register and/or complete all 6 required modules in LMS. (If they previously completed the RCC Financial Training modules, this satisfies the requirement to complete SCRI Module 5.1)
  - Sometimes learners do not complete each segment of the module and this is why they cannot advance to the next. Learners need to make sure they click open all sections of each module, open all tabs, complete the assignment at the end and then click the exit button. The “exit course” button (see below) is not bold and sometimes located in the upper right corner of the window.

  - If a user is having trouble with content launching, we recommend switching browsers (Firefox and Chrome are the recommended browsers).
  - There is a lag between completing the SCRI modules in LMS and the completion appearing in the RTT or myRESEARCHhome. Please advise your researchers to wait 24-48 hours for this processing to occur.

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FAQs regarding SCAP attestation for the June 30, 2023 milestone:

- **Who needs to attest using the NEW Qualtrics survey link?** ALL faculty, staff and postdocs engaged in research (including those who have recently attested via the old Qualtrics survey link) must attest via the NEW Qualtrics SCAP attestation link. **Only attestations captured via the NEW Qualtrics survey link will count toward the June 30, 2023 Milestone metrics.**

- **What if our recently revised SCAP had no changes?** Do all researchers still need to attest again using the NEW Qualtrics survey link? **YES,** all faculty, staff and postdocs engaged in research must attest again to the revised SCAP, even if the only change was a version date, in order for the attestation to be counted toward the June 30, 2023 Milestone metric.

- **What if a researcher works in more than one unit?** Researchers are required to attest to the SCAP for the School/Dept./Center/Institute of their primary affiliation but may also attest to additional SCAPs depending on the scope of their work.

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Any questions? Please reach out to RQMP@duke.edu, we’re here to help!

The RQMP Central Office
Dear Research Quality Teams,

**RQMP Winter Roundtable:** Please join us THIS afternoon for the RQMP Winter Roundtable hosted from 12:00-1:00 pm via Zoom. This event will be an open forum to share and learn from each other as we continue building a strong quality management community. *Please note that this meeting is not considered an RQT training event and attendance will NOT count toward the RQT Training milestone due March 31, 2023.* Pre-registration is not required. The Zoom URL for the roundtable is: https://duke.zoom.us/j/99504586916?pwd=eDVWQjkyeTNtSjJiWENWcnNVVXZHdz09. We look forward to a robust turn-out and lively discussion!

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The RQMP Central Office
Dear Research Quality Teams,

We have a LOT of important information to pass on to you this week, so please read this entire email. Thank you!

**SCRI Training**: The deadline for researchers to complete the 6-part SCRI series is Jan. 31, 2023. Access the training modules, FAQs and information about the series here: [https://myresearchpath.duke.edu/stewardship-and-compliance-research-investigators-scri-training-series](https://myresearchpath.duke.edu/stewardship-and-compliance-research-investigators-scri-training-series)

**Useful feedback from the ASIST team regarding researchers experiencing problems associated with completing SCRI modules:**

- The most common issue with SCRI module completion is that researchers do not register and/or complete all 6 required modules in LMS. (If they previously completed the RCC Financial Training modules, this satisfies the requirement to complete SCRI Module 5.1)
  - Sometimes learners do not complete each segment of the module and this is why they...
cannot advance to the next. Learners need to make sure they click open all sections of each module, open all tabs, complete the assignment at the end and then click the exit button. The “exit course” button (see below) is not bold and sometimes located in the upper right corner of the window.

- If a user is having trouble with content launching, we recommend switching browsers (Firefox and Chrome are the recommended browsers).
- There is a lag between completing the SCRI modules in LMS and the completion appearing in the RTT or myRESEARCHhome. Please advise your researchers to wait 24-48 hours for this processing to occur.

SCAP Attestation: The new Qualtrics survey link for SCAP attestation ([https://duke.is/gf7mq](https://duke.is/gf7mq)) is up and running! We are also happy to announce that a new weekly SCAP report (with updated Read Me file) will debut on Jan. 25th. Going forward, RQMP will produce an updated report at least every Wednesday to help units track their compliance of the June 30, 2023 Milestone. You can find this new report on Box within the RQMP Resources and Reports folder, in the SCAP Reports sub folder. Please be sure to review the associated Read Me file to know what you are looking at. If you notice any issues, please reach out to the RQMP team so that we can investigate.

FAQs regarding SCAP attestation for the June 30, 2023 milestone:

- **Who needs to attest using the NEW Qualtrics survey link?** ALL faculty, staff and postdocs engaged in research (including those who have recently attested via the old Qualtrics survey link) must attest via the NEW Qualtrics SCAP attestation link. Only attestations captured via the NEW Qualtrics survey link will count toward the June 30, 2023 Milestone metrics. See page 6 and 7 of the attached RQMP Year 4 Detailed Handout for more details.
- **What if our recently revised SCAP had no changes?** Do all researchers still need to attest again using the NEW Qualtrics survey link? **YES,** all faculty, staff and postdocs engaged in research must attest again to the revised SCAP, even if the only change was a version date, in order for the attestation to be counted toward the June 30, 2023 Milestone metric.
- **What if a researcher works in more than one unit?** Researchers are required to attest to the SCAP for the School/Dept./Center/Institute of their primary affiliation but may also attest to additional SCAPs depending on the scope of their work.

In case you missed it:

**Action needed:**

- Please disseminate the NEW Qualtrics survey link to your researchers at the appropriate time of your choosing and make them aware of the June 30, 2023 due date for attestation. *We suggest promoting an earlier internal deadline to help get stragglers over the finish line well*
before the due date.

- If your intranet site or revised SCAP document currently points to the OLD Qualtrics SCAP attestation link (http://bit.ly/SCAPattest2020 or renamed by the unit), remove or update it with the NEW Qualtrics SCAP attestation link ASAP so that researchers do not attempt to attest using the outdated link.
- If for any reason you change the location of your SCAP document, alert the RQMP office immediately so that we may update the Qualtrics survey accordingly.

Upcoming events:

**Winter Roundtable – Save the Date:** The next RQMP roundtable will be hosted on Monday, January 30th from 12:00-1:00 pm via Zoom. The Winter Roundtable will primarily be an open forum to share and learn from each other as we continue building a strong quality management community. Please note that this meeting is not considered an RQT training event and attendance will NOT count toward the RQT Training milestone due March 31, 2023. Pre-registration is not required. The Zoom URL for the roundtable is: https://duke.zoom.us/j/99504586916?pwd=eDVWQjkyeTNtSjJiWENWcnNVXZHz09. We look forward to a robust turn-out and lively discussion!

**RQT Spring Training Sessions:** We are finalizing plans for two training events that will count toward the March 31, 2023 RQMP milestone and anticipate sending Zoom invites early next week. RQOs and LRAs are each required to attend at least one training event, and their attendance date must be recorded in Section U of REDCap.

- The first training event will focus primarily on research administration, including changes to the Escalation Path template regarding overlap. We will disseminate the revised Escalation Path template in advance of the training session.
- The second training event will cover topic related to data management, including the new NIH Data Management and Sharing Policy that goes into effect on January 25, 2023.

**RCR Training:** We have provided links below to register for upcoming in-person/Zoom events for RCR-200 credit for your convenience:

- January 23rd 3:30pm-5pm **in-person** event at Trent Semens Center, Great Hall: [Open Scholarship: Addressing Incentives, Equity and Obstacles](#)
- February 1st 9am-10:30am Zoom event: [Perverse Incentives in Academia](#)
- February 6th 12pm-1pm Zoom event: “**Whose Paper Is It Anyway?**” Good and Questionable Authorship Practices
- February 17th 9am-10:30am Zoom event: [Questionable Research Practices in Academic Research](#)

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- FYI, links to updated SCAPs are also posted on the DOSI website: [List of SoM and SoN SCAPs](https://www.duke.edu)

**Action needed:**
- Please disseminate this new link to your researchers at the appropriate time of your choosing and make them aware of the upcoming due date for attestation. We suggest an earlier internal deadline to help get stragglers over the finish line before the official metric is due!
- If your intranet site or revised SCAP document currently points to the OLD Qualtrics SCAP attestation link ([http://bit.ly/SCAPattest2020](http://bit.ly/SCAPattest2020) or renamed by the unit), **remove or update it with the NEW Qualtrics SCAP attestation link.** IMPORTANT: If for any reason you change the location of your SCAP document, alert the RQMP office immediately so that we may update the survey accordingly.
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**RCR Training:** If you have any personnel in need of RCR training, we’ve provided links below to register for upcoming Zoom events for RCR-200 credit:

- January 11th 10am-11:30am: [Perverse Incentives in Academia](#)
- January 17th 5:30pm-7pm: [Registered Reports: A Potential New Way to Publish](#)
- January 18th 3-4pm: [Discussing Difficult and Sensitive Topics in Your Teaching and Research Spaces](#)

**As a heads up,** DOSI is going to begin contacting researchers whose Intent to Submit (I2S) forms have potential scientific overlap with preexisting projects with guidance on next steps to properly disclose the overlap, if any. In these reach outs, the RQOs and LRAs will be included so that, you as the RQT, are kept in the loop. At the time you receive the email, there is NO ACTION NEEDED; however, we wanted to make you aware of the process for instances when the researcher or ORA reach out for further information about the next steps. If you have any questions, please do not hesitate to reach out to dosi@duke.edu.

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