**Training Plan for New Research Assistants**

**Name of Protocol:** VA-DoD Long-Term Impact of Military-Relevant Brain Injury Consortium (LIMBIC) LIMBIC-CENC

**Dates of Study:** Oct 2014- Sep 2024

**Training Plan (some items will only be completed once Research Assistant is added to Institutional Review Board and approved by Research and Development Committee):**

* Become familiar with the LIMBIC public facing website (<https://www.limbic-cenc.org/>)
  + For an overview of the data visit: <https://www.limbic-cenc.org/index.php/knowledge-translation-center/data-at-a-glance/>
* Review protocol: Developed by Tampa team for local procedures
  + Goals:
    - Understand study aims
    - Understand goals and procedures of follow up assessments (main requirements of research assistants)
      * Different parts of the assessment including physical therapy evaluation, sensory testing (vision, hearing, smell), blood work, neuropsychological and clinical assessment.
      * Types of measures given in follow up assessments:
        + neuropsychological assessment
        + clinical interviews
        + self-report measures
* Review Manual of Operational Procedures (MOP). This is a large procedure guide for all the sites. It was developed by our lead site, Virginia Commonwealth University
  + Learn procedures for follow up assessments
* Review Case Report Forms (CRFs)
  + Please review the Case Report Forms in the Enrollment and Follow Up Folders (they will be individual forms for each section of the testing).
* Clinical Dementia Rating Worksheet (CDR) Training
  + Web address <https://knightadrc.wustl.edu/cdr/cdr.htm>
    - Click “Public Training” then click “HERE” under Online Certification Training
    - Contains 9 modules and a certification quiz. Print out 9 CRFs (case report forms) of the CDR and follow along on each module.
* Neuropsych (NP) Measures
  + Learn administration for:
    - Medical Symptom Validity Test (MSVT); MOP Pg 82, 87
    - Grooved Pegboard (GPB); MOP Pg 84
    - Trail Making Test (TMTAB); MOP Pg 85
    - Brief Visual Memory Test (BVMT-R); MOP Pg 83, 90
    - Wechsler Adult Intelligence Scale (WAIS-IV) Digit Span, Visual Puzzles, Coding, Symbol Search, Letter-Number Sequencing subtests; MOP Pg 87, 91, 92, 93, 94
    - Delis-Kaplan Executive Functioning System (DKEFS) Verbal Fluency subtest; MOP Pg 88
    - Brief Smell Identification Test (BSIT); Administration instructions are on booklet
    - California Verbal Learning Test (CVLT-II); MOP Pg 91, 94, 95
    - NIH ToolBox MOP Pg 61
  + Review scoring procedures and manuals for neuropsych measures
    - Brief Visual Memory Test: Scored by VCU-Dr Carne
    - Medical Symptom Validity Test: Automatically scored by computer
    - Grooved Peg Board and Trails A & B: Use Heaton Manual.
    - California Verbal Learning Test: Has a computer program to enter the data.
    - Wechsler Adult Intelligence Scale IV: Has own manual to look up all scores: Digit Spans, Visual Puzzles, Coding Symbol Search
    - Delis-Kaplan Executive Functioning System: Has own manual for scoring.
  + Review Reliability Codes for the neuropsych measures MOP Pg 134
  + Entering data into medidata ([www.imedidata.com](http://www.imedidata.com))
    - Training program must be completed in Medidata prior to data being entered
* Review Potential Concussive Events (PCE) process
  + After consent, the determination of each participant’s mild traumatic brain injury exposure history will be assessed by mapping out potential concussive events and then defining the number and severity of mild traumatic brain injuries.
* Review CENC dissemination
  + The publications using CENC-LIMBIC data can be found at this website; <https://www.limbic-cenc.org/index.php/knowledge-translation-center/cenc-scientific-bibliography/>
  + There are also some clinical and research presentations here; <https://www.limbic-cenc.org/index.php/knowledge-translation-center/limbic-cenc-presentations/>