

### Investigator Request for Biostatistical and Bioinformatics Collaboration

**Instructions: Please complete this form to help us better assist you with your project. The BBSR director or a designee will contact you within 5 business days to discuss the details of your request.**

Biostatistics Collaboration

Bioinformatics Collaboration

**1 Requestor:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**2 Principal Investigator** for this project: \_\_\_\_\_

**Department:** \_\_\_\_\_ **Division:** \_\_\_\_\_

**Position:**  Faculty  Other \_\_\_\_\_

**SCCC Member Status:**  Member  Affiliate  Non-Member

**SCCC Research Program:**  Cancer Control Program  Cancer Epigenetics Program  Non-aligned  
 Tumor Biology

**3 Project Title** (same as title on clinical trial protocol, IRB protocol, or grant where applicable):

**Sylvester Clinical Trial/EPROST #:** \_\_\_\_\_ **IRB #:** \_\_\_\_\_ **Grant #:** \_\_\_\_\_

**4 Deadline** for completion of this request: \_\_\_\_\_

**5 Name** of BBSR biostatistician or bioinformatician, if any, previously involved in this project: \_\_\_\_\_

**6 Type of assistance:**

*For PRE-AWARD ASSISTANCE, please complete section 6a. For ALL OTHER ASSISTANCE, please complete section 6b.*

**6a Pre-Award Assistance:**

The pre-award products listed below are currently supported by SCCC with no charge, assuming that a BBSR biostatistician and/or bioinformatician(s) will have a % effort on the corresponding grant. Check all that apply.

- Grant proposal
- Protocol for clinical trial or other study types
- Letter of Intent (LOI) for grant, clinical trial, or other study types

**Submission:**  New  Resubmission **Submission Date:** \_\_\_\_\_

**Applying to:**  NCI  OTHER NIH  FL BIO MED BHC  FL BIO MED KING  
 DOD  SCCC  Other (ACS, FAMRI, KOMEN): \_\_\_\_\_

**6b Other Assistance** (not pre-award):

**Check all that apply.**

- Abstract/Poster/Presentation, meeting: \_\_\_\_\_ Submission Date: \_\_\_\_\_
- Manuscript       Data Analysis       Database consultation
- Other: \_\_\_\_\_

**Funding source (required):**

- Grant with % effort for BBSR biostatistician / bioinformatician(s).    **GRANT #:** \_\_\_\_\_  
**BIostatistician/BIOINFORMATICIAN (s):** \_\_\_\_\_
- Other, **INTERNAL ACCOUNT # (for hourly charge basis):** \_\_\_\_\_

**7 All requests** (6a and 6b):

If your request entails biostatistical and/or bioinformatics data analysis, what is the nature of the data to be analyzed?

- Clinical trial data, EPROST # \_\_\_\_\_       Other clinical data, IRB # \_\_\_\_\_
- Tumor registry, IRB # \_\_\_\_\_       Laboratory experiment
- Other: \_\_\_\_\_

Database:  Excel       Access       Other: \_\_\_\_\_

**8 Additional comments**

**Recommended Lead Times**

- Grant proposals: single project (4 – 6 weeks), multiple project such as P01, SPORE, Team Science (12 weeks)
- Clinical trial protocols: minimum 8-12 weeks (highly variable)
- Other protocols: minimum 6 weeks
- Letter of Intent: 2 – 3 weeks
- Biostatistical and bioinformatics analysis : 4-8 weeks  
(highly variable even with a complete, numerically coded electronic database)
- Database consultation: 4 weeks

**BBSR policies**

- Grants submitted by Sylvester investigators should provide for **biostatistical and/or bioinformatics support** as a % effort for a BBSR biostatistician and/or bioinformatician identified in the list of study personnel.
- Biostatistical and bioinformatics analysis completed by BBSR biostatistician and bioinformatician(s) customarily entails **co-authorship** of manuscripts, abstracts, and presentations.  
 **I have read and agree to the terms and conditions of the Biostatistics and Bioinformatics Shared Resource (BBSR) Acknowledgement and Authorship Policy** (see next page for policy).

For more information about our shared resource visit the [BBSR website](#).

**Submit your request** by pressing    **SUB**      or by email to [bbc@med.miami.edu](mailto:bbc@med.miami.edu).

University of Miami Sylvester Comprehensive Cancer Center  
Biostatistics and Bioinformatics Shared Resource  
**Acknowledgement and Authorship Policy**

The Biostatistics and Bioinformatics Shared Resource (BBSR) is shared resource of the Sylvester Comprehensive Cancer Center (SCCC) for cutting-edge biostatistical, bioinformatics, and computational expertise for cancer research. Members of the BBSR contribute to all phases of research, including statistical study design, data analysis, interpretation of quantitative findings, and comprehensive high throughput genomic data analysis.

### **ACKNOWLEDGEMENTS**

The Biostatistics and Bioinformatics Shared Resource (BBSR) provides support to all Cancer Center members, affiliates, and research staff. Use of the BBSR constitutes an agreement for acknowledgement to be given to the SR when work is performed for papers, presentations (such as poster, oral, video), reports, and websites. Proper acknowledgement is a visible measure of the impact of the BBSR as a Shared Resource and it is essential for continued SCCC funding and support.

#### **How to Acknowledge BBSR:**

“This research was conducted in collaboration with and using the Biostatistics and Bioinformatics Shared Resource of the Sylvester Comprehensive Cancer Center, University of Miami.”

The principal investigator should provide a copy of final publication which included research conducted in collaboration with the BBSR group members.

### **AUTHORSHIP**

Publications resulting from statistical or bioinformatics work should merit co-authorship: the order of authorship is up to the principal investigator/primary author. Authorship is to be considered if collaboration was provided for:

- the conceptualization and study design
- biostatistics or bioinformatics data analysis
- write-up or revision of intellectual content in the version for publication

(See recommendations by ICMJE @ <http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>)

Co-authorship and acknowledgment demonstrate the utilization of the Biostatistics and Bioinformatics Shared Resource and are indicators of its value to your research and to the Cancer Center research program.

Note: BBSR operates as a Cost Center. The recovery of the core expenses, through % effort in grants or the recharge system, does not exclude the possibility for authorship for core personnel. Similarly, authorship does not substitute for payment of BBSR expenses for services rendered. BBSR members should be considered collaborators at the same level as other co-investigators who contribute intellectually and receive authorship.

### **CORE CONTACT:**

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