



Baylor College of Medicine



CREATE Research Assistant
Salary Range: GS 0601 09 (\$53,496 - \$69,539)
Center for Innovations in Quality, Effectiveness and Safety
Michael E. DeBakey VA Medical Center

The Michael E. DeBakey VA Medical Center, Houston, TX and Baylor College of Medicine are seeking qualified applicants for the position of **CREATE Research Assistant**, VA Health Services Research and Development (HSR&D) Center for Innovations (COIN) in Quality, Effectiveness and Safety (IQuEst).

We are seeking a highly motivated research assistant to help the CREATE team engage our clinical partners located in the VA Great Lakes Health Care System (VISN 12). This person will support a suite of studies known collectively as "Improving Quality and Safety Through Better Communication and Coordination in PACT: Toward Real-Time Measurement and Point-of-Care Interventions." The study coordinating center is in Houston, TX; however, this position will be based in **Hines, IL**. In collaboration with researchers in Houston and in Salt Lake City, this individual will support four studies with implementation arms throughout the Great Lakes region. S/He will work closely with the overall study coordinator to ensure all research activities are conducted according to the proposed timeline and a highly engaged partnership is maintained between the Houston CREATE team and our VISN 12 partners. The ideal candidate will be a highly motivated individual who can work independently, with limited supervision. This position may require regional travel between study sites in the Great Lakes region (Illinois, Wisconsin, Michigan).

Tasks and Responsibilities:

- Coordinates meetings (in-person, telephone, and video conferences); coordinates related logistics, materials and other resources as needed.
- Prepares documents, populates online tools and otherwise supports CREATE communication plan.
- Identifies and screens participants (drawn from all levels of the organization) for interviews, cognitive task analysis interviews, participatory design sessions, and other data collection activities as outlined in study protocols.
- Obtains informed consent and engages in interviewing, retention, and tracking activities.
- Develops and administers data collection instruments.
- Assists with identification and randomization of Patient Aligned Care Teams (PACTs).
- Identifies study-related problems, informs study team of problems, and/or assists in problem resolution efforts.
- Maintains constant line of communication with project personnel in multiple locations.
- Adheres to scientific design of studies and complies with study protocols and with all relevant local, federal, and state regulatory and institutional policies. Maintains required records of study activities.
- Conducts literature searches, writes reviews, and manages references as needed.

- Prepares manuscripts, conference posters and presentations, and other scientific products as needed for dissemination of research results.
- Manages data, performs data entry and assists with data analysis, conducting basic statistical analyses as needed. Assists in design and maintenance of relational databases such as Microsoft Access. May be asked to work with statistical software, such as SAS or SPSS.
- Performs other duties as required by the projects.

Required Qualifications:

- Minimum requirements: Bachelor's Degree in behavioral sciences, public health, organizational psychology, health administration, biomedical informatics, or related field with three years of research experience.
- Preferred: Master's Degree in behavioral sciences, public health, organizational psychology, health administration, biomedical informatics, or related field. Experience/knowledge of clinical settings, particularly primary care and experience working with a geographically dispersed team. Familiarity with VA VISN 12 facilities and personnel is preferred.
- Applicants must be a United States citizen. Permanent residents are not eligible.
- Ability to work effectively as a member of an interdisciplinary team.
- Excellent interpersonal and communication skills in both written and spoken English.

This is a term position with no relocation expenses.

Contact:

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Overall CREATE Coordinator
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Please reference "CREATE Research Assistant – Chicago/Hines" in the subject line.