PENNSTATE HERSHEY Surgery 1855

Division of Outcomes, Research & Quality

Andrew Bible, BS

Data Management Specialist

Role: Provide EMR and financial data for research and reporting, data acquisition (Powerchart, billing, etc.), support REDCap, database solutions, data management. To make a request, please go to the following website and complete the request form: http://infonet/decisionsupport/remedyweb.htm. You will be contacted initially about your request, however, please allow a four week lead time for your request to be completed.

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Linda Burgess, CCS, LPN

NSQIP Surgical Clinical Reviewer, Pediatric & Bariatric

Role: Prepare Pediatric and/or Bariatric NSQIP data reports for research papers requested by faculty

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Christopher S. Hollenbeak, PhD

Chief, Division of Outcomes, Research & Quality

Role: Health Economist and consults on study design and analysis

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Gail Ortenzi, RN

NSQIP Coordinator, Adult

Role: Assist with obtaining and interpreting adult NSQIP data reports for any research papers by faculty

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Heidi Payne, MBA

Associate Director of Research & Finance

Role: Administer College of Medicine funding and staff for the Department of Surgery. Funding varies from COM support to donated funds within endowments and gift funds, in addition to external research support for wet bench, clinical studies, and outcomes research from external and internal grant sponsors. Assist faculty with their COM research staff by hiring and evaluating, plus coordinating research activities and appropriate spending. Prepare grant budgets for submission to sponsors in accordance to guidelines and institutional expenses. Reconcile COM funding regularly and communicate financial activity with faculty. Oversee the Division of Outcomes, Research & Quality with the Division Chief to provide strategic direction and respond to the research needs of Department of Surgery faculty.

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Eric W. Schaefer, MS

Biostatistician

Please contact Chris Hollenbeak if you need Eric Schaefer's assistance.

Office: ASB 2nd Floor in Public Health Science

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Jane R. Schubart, MS, MBA, PhD

Assistant Professor of Surgery

Role: Research faculty, independent and collaborative research, supervise resident research education

Research Interests: Health services, outcomes research, medical education, instructional design and technology, quality of life, patient reported outcomes and quality of life Office: C4864

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E-mail: jschubart@hmc.psu.edu

Lee Ann Smith, RN

Clinical Trials Coordinator

Role: coordinate Industry Sponsored clinical trials, facilitate Clinical Trial study selection, establish confidentiality disclosure agreement between Principal Investigator and Sponsor, implement clinical research protocols under Investigator direction, manage subject enrollment including consent process, all subject follow-up visits, data collection and documentation, develop research budget in collaboration with the Clinical Trials office, review subject's hospital charges for compliance to research study budget, provide overall study management including IRB submission and ongoing IRB correspondence through study close out, submit regulatory documents to sponsor for study start-up and maintains regulatory documents through study close-out, provide staff in-service prior to implementing a new research study and provide ongoing education as needed through subjects' clinical trial participation.

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Chelsea Stephens

Project & Data Specialist

Role: assist with IRB submission, including getting required signatures on the assurance forms, checking to see if investigators have completed their CITI training, assist with any modification requests, assist with continuing project reports to make sure they are returned to the HSPO in a timely manner, manuscript formatting and submission (this also includes getting any required signatures on copyright and/or disclosure forms), validate all references using EndNote, if using figures, forward to Lisa McCully for formatting, send out PDF draft of manuscript for final approval before submitting, Biosketch formatting and verification of all publications in PubMed to include any PMCID numbers, complete literature search when given proper search terms. Will also download any selected manuscripts from that search if requested, grant back-up.

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Kim Walker

Associate Project Coordinator

Role: grant formatting and submission, download grant guidelines and format documents appropriately, complete all grant forms and applications according to ORA's rules, solicit biosketches for all key personnel. Format them appropriately for the grant. Verify all publications including getting the PMCID numbers if applicable, set-up budget meeting with Heidi Payne, get all signatures, including chair signatures on PIAF form (Proposal Internal Approval Form) which must be submitted prior to grant submission, make sure all deadlines are met, manuscript formatting and submission (this also includes getting any required signatures on copyright and/or disclosure forms), validate all references using EndNote, if using figures, forward to Lisa McCully for formatting, send out pdf draft of manuscript for final approval before submitting, maintain surgery's grant database (all PIAF's that go to Dr. Dillon's office for the Chair signature are copied and sent to the DORQ office so grant information can be entered into DB - Heidi Payne will run reports throughout the year for Dr. Dillon), complete literature search when given proper search terms (will also download any selected manuscripts from that search if requested), IRB submission back-up for Chelsea.

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