Special Instructions Regarding
Boston HealthNet Community Health Centers

No research activities can begin at, or data obtained from, or recruitment fliers posted at any of the affiliated BMC Boston HealthNet Community Health Centers (CHCs) without prior approval from the Executive Director of the Community Health Center and the Boston HealthNet Research Subcommittee in a signed CHC Project Summary.

The PI will also need to update all the appropriate section(s) of the INSPIR application (for example, the Recruitment Procedures and/or the Subjects’ Inclusion Criteria) to list the specific Boston HealthNet Community Health Centers that will be involved in research activities, and obtain IRB approval. If the staff at a Community Health Center will be engaged in research (having access to subjects or their identifiable data), then the INSPIR application must indicate that an IAA Agreement with the Community Health Center is being requested.

Please contact Judi Henderson, Associate Director of Boston HealthNet (judy.henderson@bmc.org; 617-638-6918) on the process for obtaining signed CHC Project Summaries for a specific INSPIR application and CHC contact information. Judi will forward your signed CHC Project Summaries to IRB Coordinator Roz Schomer (roz@bu.edu; 617-414-1320). Upon receipt, Roz will attach them to the PI’s INSPIR application under “Other Study Documents – External IRB Approval Letter”; and send the PI a confirmation.

Research activities can begin at any Boston HealthNet Community Health Center (1) once the version of the INSPIR application with the research activities involving that specific Community Health Center has been approved by the IRB; (2) its signed CHC Project Summary (or IAA Agreement, if applicable) has been attached to the INSPIR application; and (3) the PI receives a confirmation from IRB Coordinator Roz Schomer for that Community Health Center.

The Boston HealthNet Community Health Centers are listed below. The contact for IAA Agreements is Judi Henderson:

- FWA00021231  Boston Healthcare for the Homeless Program
- FWA00001457  Codman Square Health Center
- FWA00008096  DotHouse Health, Inc. (formerly Dorchester House)
- FWA00021553  East Boston Neighborhood Health Center
- FWA00009088  Geiger Gibson Health Center
- FWA00003031  Greater Roslindale Medical and Dental Center
- FWA00008358  Harvard Street Neighborhood Health Center
- FWA00008094  Manet Community Health Center
- FWA00008010  Mattapan Community Health Center, Inc.
- FWA00009088  Neponset Health Center
- FWA00007509  South Boston Community Health Center
- FWA00008123  South End Community Health Center, Inc.
- FWA00001844  Upham’s Corner Health Committee, Inc.

Note: The Dimock Center is a Boston HealthNet Community Health Center but has its own IRB and approval process. Instead of a CHC Project Summary, contact them directly for a letter of approval to participate in your research study to attach to your INSPIR application.