**Collaborative Agreement**

Northwestern University’s Communication Research Registry (CRR) is a database designed to provide investigators with access to an extensive pool of human research participants and to administer screening assessments to facilitate research with key populations. Special populations included in the CRR include: older adults with hearing impairments, individuals with autism spectrum disorder, and children with language impairment.

Two principal criteria will be considered by the P30 team in prioritizing access to the CRR for a given investigator:

* Project relevance to speech, language, or hearing disorders;
* Funding source: projects funded by NIDCD will take priority over other NIH Institutes. Other federal agencies follow in line followed by foundation funding. Unfunded projects will have the most restricted access to Registry subjects.

Furthermore, the P30 team will evaluate population availability and suitability for the proposed research prior to giving an investigator access to the registry.

The Communication Research Registry (CRR) team is committed to the following:

* Pursue ongoing, intensive recruitment efforts to effectively enroll a wide range subjects into the Registry. Special populations to be recruited include: individuals with hearing loss, autism spectrum disorder, language impairments, and learning disabilities.
* Respond efficiently to investigator requests for new subjects matching specific demographic profiles required for a given research project.
* Maintain registry records to include information on study participation as well as data on any and all assessments conducted by the P30 team.

CRR Investigators agree to:

* Communicate all requests for CRR subjects by submitting a Registry Study Application which will be reviewed and approved by the Registry’s Administrative Core.
* Gain separate IRB approval to use the CRR as a method for recruitment.
* Inform the Registry Coordinator promptly when changes are made to an approved study’s inclusion/exclusion criteria, timeline, or protocol.
* Direct lab staff to contact CRR subjects promptly after receiving access to their contact information in the Registry. Failure to contact subjects before the release deadline passes can result in subjects being recalled by the CRR so that they may be assigned to another study.
* Develop procedures to ensure that information related to a CRR subject’s study participation (i.e.,whether or not the subject was enrolled)) gets communicated promptly to Registry staff. It is critical to notify the CRR when a subject has completed a study or a ‘no response’ has responded since the release end date, so that the subject may be referred to other studies.
* Return all CRR subject information pertaining to subjects that were not contacted for a study after the release expired. Additionally, provide any necessary notes regarding a given subject’s visit or contact (i.e. number out of service or new contact information).
* Contact CRR subjects only when approved by the CRR. It is important that subject communication be monitored by CRR staff so that participants are not assigned to conflicting studies, or too many studies at once.
* Communicate titles of publications both in progress and recently published that include CRR subjects to Registry staff. It is important that the CRR is cited in any publications that involve CRR subjects.

This Collaboration Agreement will be effective from ( date ) to ( date ) and will be re-evaluated on an annual basis if both parties agree to extend the collaboration past the termination date. The collaboration can be ended at any time if the conditions of the Agreement are not maintained.

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| *Communication Research Registry Coordinator* |  | *Date* |
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| *Faculty Member Name; Lab name* |  | *Date* |
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