



# SCTR KL2/COM K12 PROGRAM NEEDS ASSESSMENT FORM

Scholar's Name:

Year:

Primary Mentor:

INSTRUCTIONS: By working together with your primary mentor, please rank the following items from **1 to 5** for your **level of skill and experience** (1. No Proficiency; 2. Emerging proficiency with minimal application; 3. Moderate use and proficiency; 4. Experienced and proficient; 5. High level of experience and proficiency) and **importance to your career development** (1 = of *little* importance to 5 = of *great* importance).

## Research Design and Methods

Level of Skill and  
Experience

Importance to  
Career Development

Critically Evaluate Research Literature		
Formulate aims, hypotheses, and operationally define variables		
Knowledge of sampling techniques, sample size issues, and power		
Knowledge of different types of research designs		
Knowledge of different assessment methods		
Knowledge of Phase I-IV clinical trials		

## Data Collection, Management & Analysis

Level of Skill and  
Experience

Importance to  
Career Development

Construct a plan for data collection		
Knowledge of how to create and maintain data files		
Understand commonly used statistical tests		
Knowledge of available statistical packages		
Interpret p-value and statistical output		

## Disseminating Research Findings

Level of Skill and  
Experience

Importance to  
Career Development

Attend research conferences		
Submit an abstract for presentation at a research conference		
Present a poster or symposium at a research conference		
Prepare, submit, and revise a manuscript for publication		
Integrate findings into the existing literature		
Orally communicate research findings		

**Human Subjects Protection and Research Ethics****Level of Skill and Experience****Importance to Career Development**

Principles of good research practice, responsible conduct of research		
Ethical considerations in conducting research		
Elements of informed consent document		
Research with vulnerable populations		
Professional ethics (e.g. authorship, conflicts of interest)		

**Research Administration and Regulatory Issues****Level of Skill and Experience****Importance to Career Development**

Preparing an informed consent document		
Knowledge of how to secure and maintain IRB approval		
Prepare and manage research budgets		
Supervise research staff, liaison with clinical personnel		
FDA requirements for INDs and IDEs		

**Grant and Scholarly Writing****Level of Skill and Experience****Importance to Career Development**

Knowledge of research funding sources		
Knowledge of grant forms, cycles, and review process		
Grantsmanship skills		
Scholarly writing skills		

**Professional Development****Level of Skill and Experience****Importance to Career Development**

Understand career phases and academic expectations		
Understand promotion and tenure requirements		
Efficient time management		

**Computer Skills****Level of Skill and Experience****Importance to Career Development**

Searches, software, and file sharing		
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**Other**

Please list other skill(s):

**Level of Skill and Experience****Importance to Career Development**


Scholar Signature

Date

Primary Mentor Signature

Date

SCTR KL2/COM K12 Director/Co-Director Signature

Date