

New Screener Checklist

This checklist is intended to assist you in preparing for your initial visit to the NSRB. Addressing these issues prior to your visit will help to prevent delays in your screen.

_____ **Read the document “What Every New NSRB Screener Should Know”.**

This document is available on the NSRB Website (<http://nsrb.med.harvard.edu/>).

_____ **Confirm your proposed assay protocol with NSRB staff.** Please e-mail proposed protocols to Su Chiang (su_chiang@hms.harvard.edu) at least 3 weeks prior to your first visit. Proposed protocols should be as detailed as possible, including information on reagent volumes, order of steps, and incubation times.

_____ **Confirm your reagent and supplies list with NSRB staff.** Please e-mail your proposed supplies list to Su Chiang at least 2 weeks prior to your first visit. Please include projected quantities and vendor catalog numbers. Please do not assume that any item will be available in the screening room unless it is confirmed by NSRB staff.

_____ **Contact the screening room** (iccb_screen@hms.harvard.edu) to discuss server accounts and to schedule equipment time.

_____ **Sign the laboratory training statement**, and return it to Su Chiang prior to your first visit. The laboratory training statement is available on the NSRB Website and must be filed with the NSRB before any work can begin in the screening facility.

_____ **Sign the data sharing statement**, and return it to Su Chiang prior to your first visit. The data sharing agreement is available on the NSRB Website and must be filed with the NSRB before any work can begin in the screening facility.

Contact Information

If you have any questions or comments, please contact Dr. Su Chiang, Harvard Medical School, 250 Longwood Avenue, Seeley Mudd Building, Room 604, Boston, MA 02115; su_chiang@hms.harvard.edu, 617-432-5237 (phone), 617-432-6424 (fax)