# **Arthrex Study Portal**

Quick-Start Guide





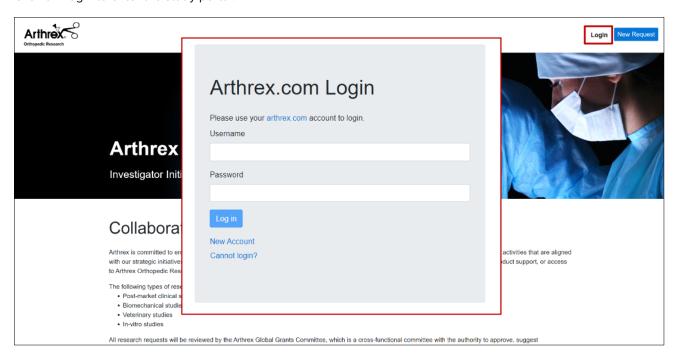
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Go to https://research.arthrex.com to visit our new website for investigator-initiated research requests.

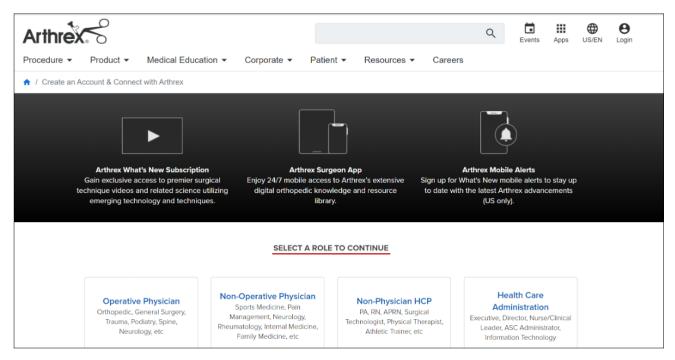


Click on Login to enter the study portal.



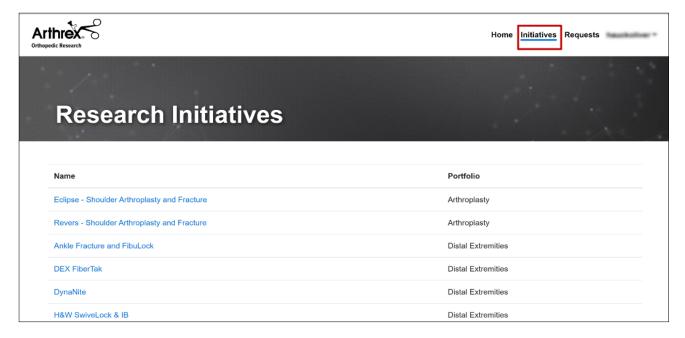


To create an account, please follow the link and select a role to continue. After you have created an account, please go back to https://research.arthrex.com and log in with your username and password



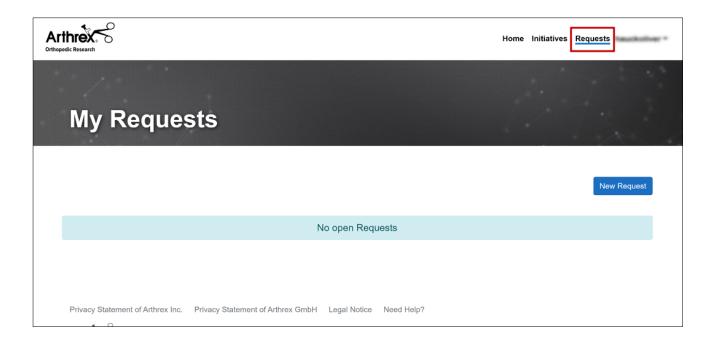
Once you are logged in, you will see 2 tabs. The Initiatives tab shows the product portfolios that are currently of most interest from a research perspective.

Please click on the product name to view it on the Arthrex.com website (if cleared for sale in your country).

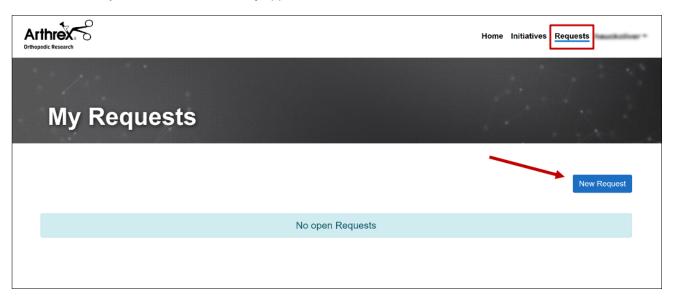


#### Getting Started: Requests Tab

The Requests tab shows all existing research applications.

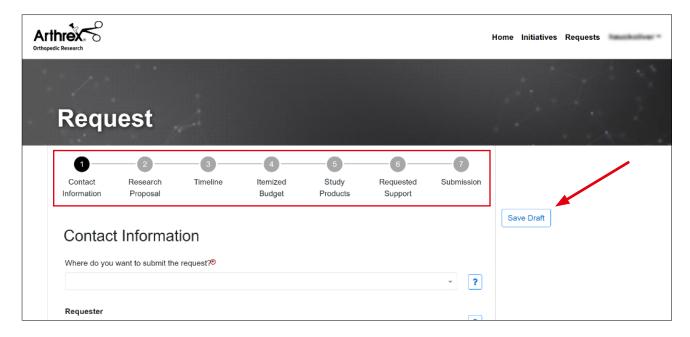


Click on **New Request** to a start a new study application.



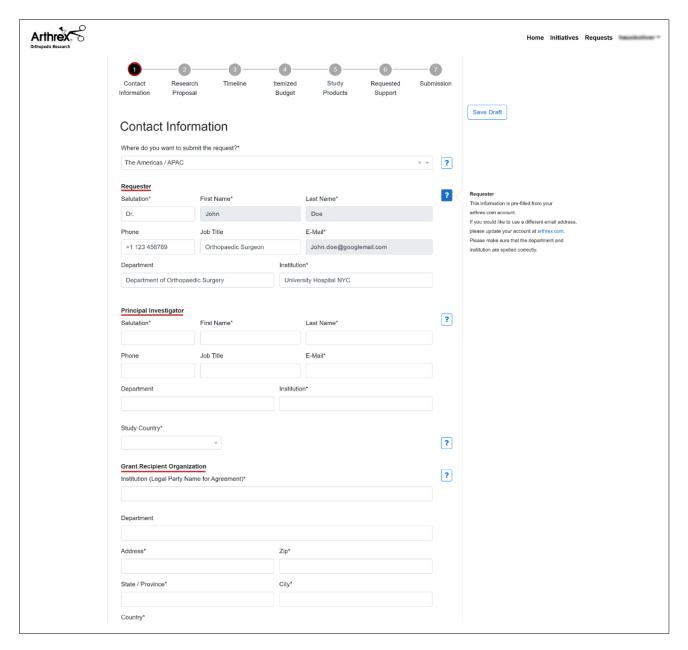
# **Application Process Flow**

The application process consists of 7 steps. Please note that all fields marked with an asterisk (\*) must be completed before the application can be submitted. Saving a draft of the application is possible at any time.



# **Contact Information**

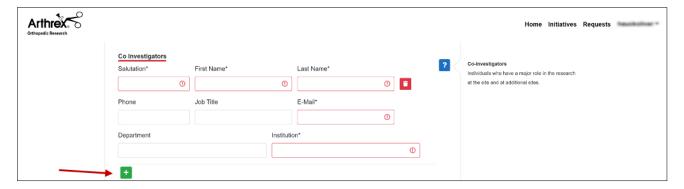
Please enter all required information about the *Requester, Principal Investigator*, and *Grant Recipient Organization* of the study request. Info texts will pop up for each field to guide you through the process.



All US-based requesters must submit a federal tax ID number.

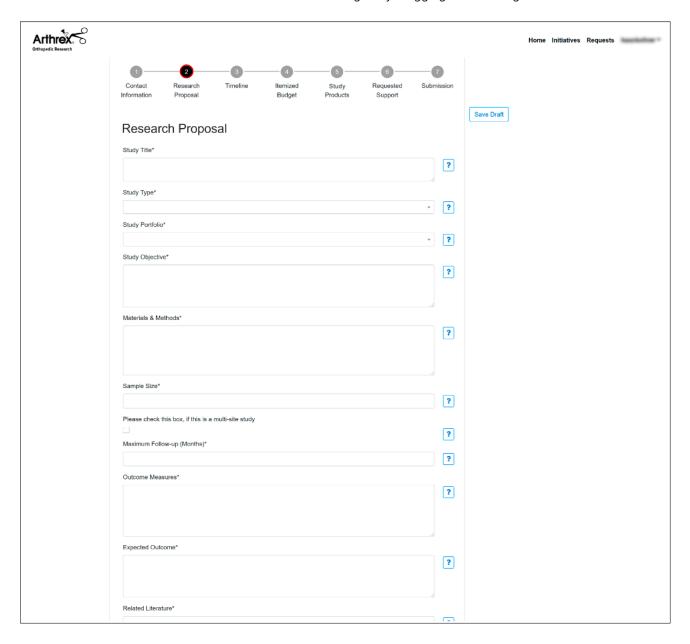


Besides the *Requester* and *Principal Investigator*, please add all other individuals that have a major role in the research by including them in the *Co-Investigators* section.



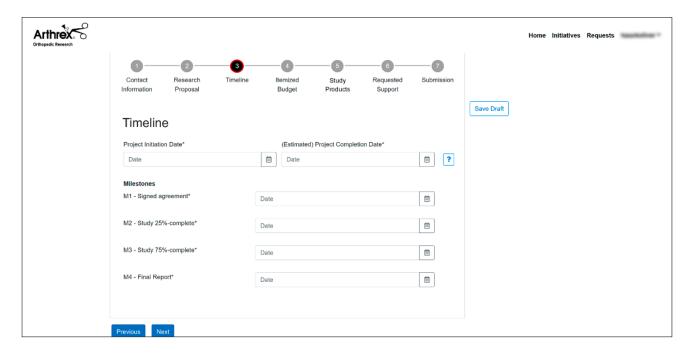
# **Research Proposal**

The Research Proposal page includes fields regarding the study design, e.g., the *Study Objective* and *Materials & Methods*. The size of the text fields can be enlarged by dragging the lower right corner of the text box.



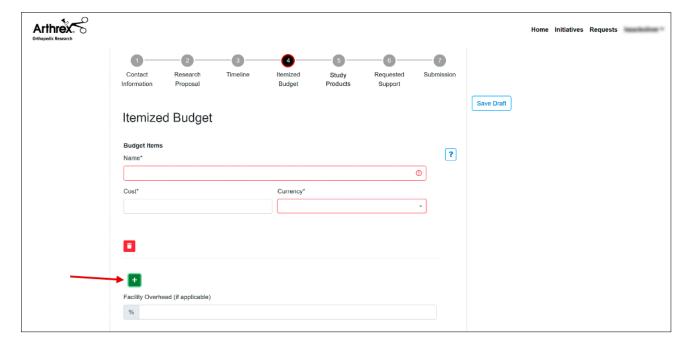
#### Timeline

Please select the expected dates for the timeline of the research proposal.



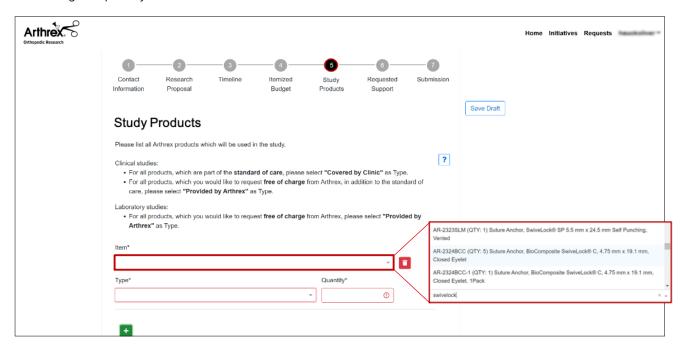
# **Itemized Budget Requested From Arthrex**

This may include clinical study-specific efforts that are not standard of care or reimbursed. For laboratory studies this may include required materials. Please do not list Arthrex products in this area. Click on the green button to add further items. To remove an item, click the red delete icon.



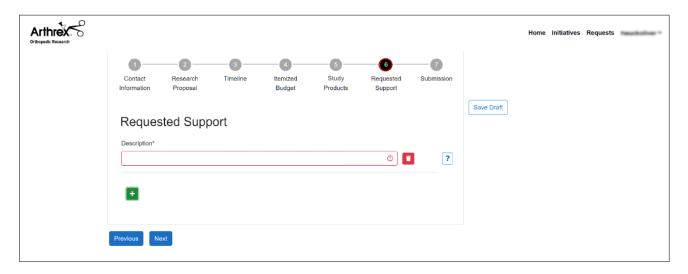
# **Arthrex Study Products**

Please list all Arthrex products that will be used in the study, both requested products and products covered through standard of care. Refer to the Arthrex website for product information: www.arthrex.com. Please select the respective products from the dropdown list. Please pay attention to the packing unit when calculating the quantity.



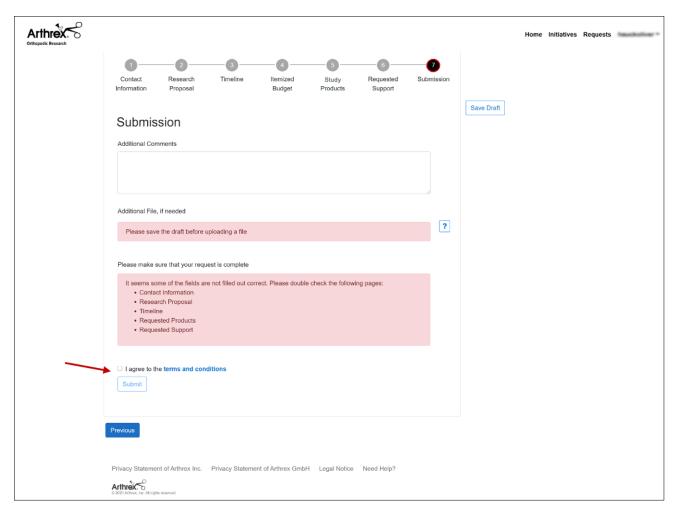
#### **Requested Support From Arthrex**

Requested support from the Arthrex Orthopedic Research department, e.g., access to research facilities or assistance from research staff.



# Submission

The application can only be submitted once all required fields have been filled out correctly. All fields that are still missing are listed in the red box below. Before submitting the application, please read and agree to the terms and conditions.

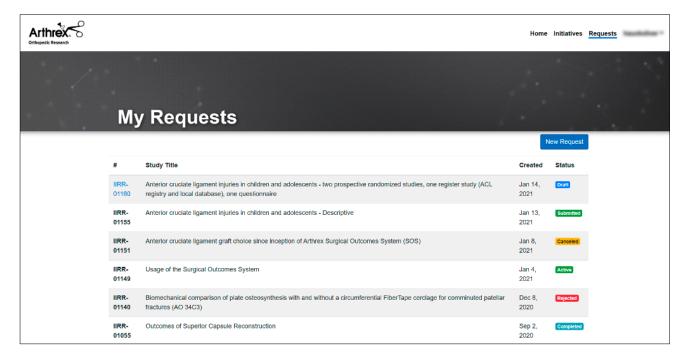


#### What happens after the submission of your investigator-initiated research request application?

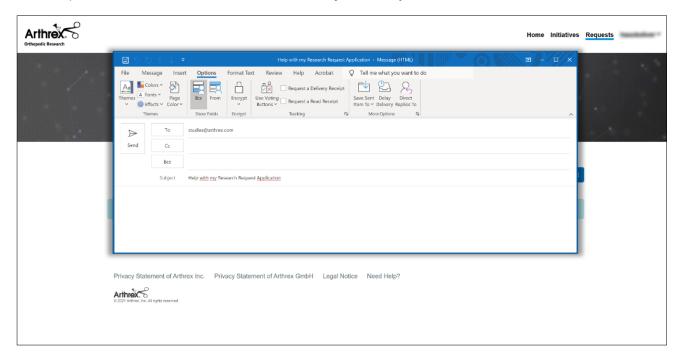
- You will receive an email from the Orthopedic Research Team, confirming your submission.
- If clarifications are required, you will be notified by email.
- All research requests will be reviewed by the Arthrex Global Grants Committee. This process has been approved by the Arthrex Risk Management and Compliance department. Decisions will be based on objective criteria such as, but not limited to, clinical relevance, scientific impact, methodological approach, proposed budget, study timeline, and overall compliance.
- An email notification regarding the decision will be sent after the Global Grants Committee meeting, usually within 12 weeks of submission.
- All approved grant recipients are required to complete contractual agreement documentation.
- The current status of research requests can be tracked through the study portal.

#### Request Overview

The Requests tab shows all existing study requests, both submitted applications and drafts. The status of each request is displayed next to the request. **Please note that submitted requests cannot be edited anymore.** 



If you need help with your research application, please contact the Orthopedic Research team by email, by clicking *Need Help?*. Please be sure to **include** the **ID of the study** for which you need assistance.





#### arthrex.com