ResearchMatch offers two access levels, feasibility access and recruitment access. Feasibility access allows you to search for and view aggregate data on the registry population (e.g., determine how many females there are in the registry under the age of 18 with type II diabetes, living in New York, New Jersey or Connecticut). Feasibility access is quick and easy and does not require any IRB approval. Recruitment access allows you to actively recruit volunteers through ResearchMatch. This type of access requires (1) an existing Weill Cornell IRB-approved study, and (2) submission of an amendment to this study specifically for approval to use ResearchMatch. If IRB requirements have not yet been met, you can register immediately for feasibility access and then add studies for recruitment access once approvals are in place.

When you register at ResearchMatch, you will need to complete the entire registration process in one sitting. While the registration process itself is quick, you must have required information available before starting the process. The following should help you prepare:

a. To register a study for ResearchMatch feasibility access (ability to view aggregate data on the registry population), you must:
   - Provide your institutional contact information (i.e., your Weill Cornell e-mail address)
   - Create a ResearchMatch username and password

b. To register a study for ResearchMatch recruitment access (ability to recruit ResearchMatch volunteers), you must:
   1. Have an active research study that has been approved by the Weill Cornell Institutional Review Board (IRB). You must be the Principal Investigator (PI) or an individual who is authorized to recruit for the IRB-approved study on behalf of the study PI at Weill Cornell. (If you are not the PI, you must provide his/her contact name, email, and phone number in addition to your own contact information.)
   2. Prepare an amendment of your protocol notifying the Weill Cornell IRB that you will be using ResearchMatch as recruitment tool. The amendment documents must include the following:
      - The Weill Cornell IRB amendment form.
      - A copy of the amended IRB application. Please add ResearchMatch to section B6 (subject recruitment).
      - A completed ResearchMatch recruitment language form. (Please click here for a blank copy of the form.)
   3. E-mail these documents to Juan Cordero (jcordero@med.cornell.edu). The email subject line must say “ResearchMatch”. The documents will be reviewed by Dr. Cordero for completeness then it will return to you so that you can submit to the Weill Cornell IRB.
   4. Once the amendment has been approved, the approved and stamped recruitment language form must be uploaded to ResearchMatch.
   5. If your study is IRB exempt, you must provide documentation of this exemption.