



Undergraduate Internship in Post Approval Monitoring

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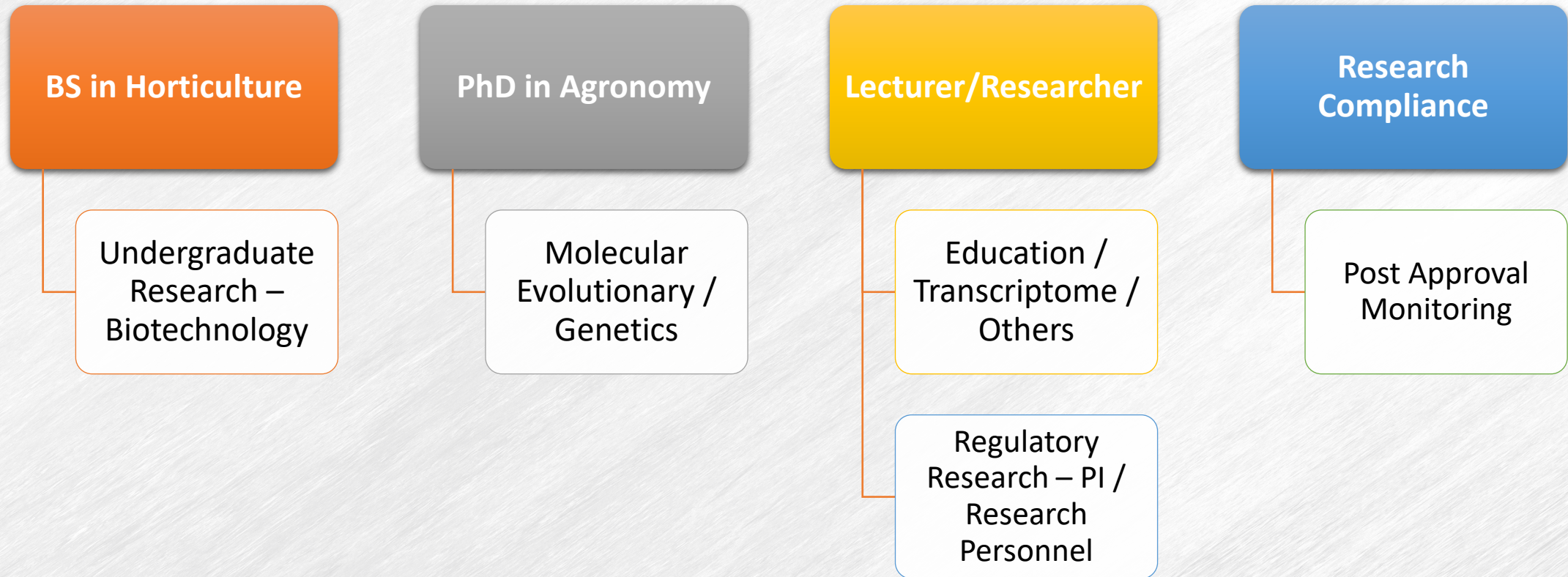
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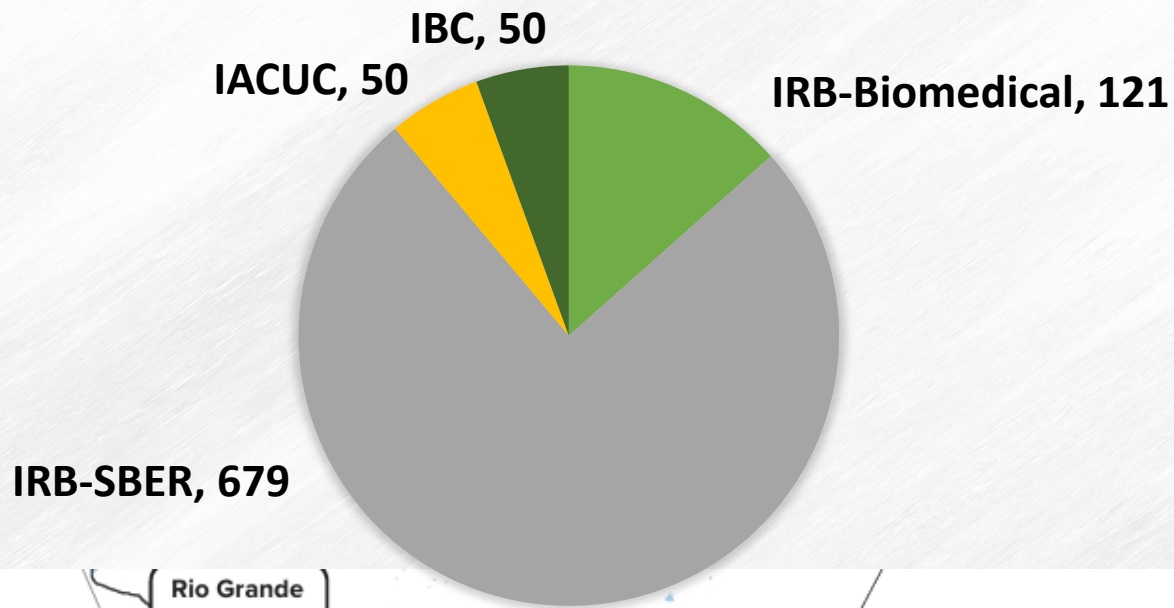
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Learning Objective

- To share how an undergraduate internship program strengthens PAM efforts and cultivates future compliance professionals.

Path to compliance...



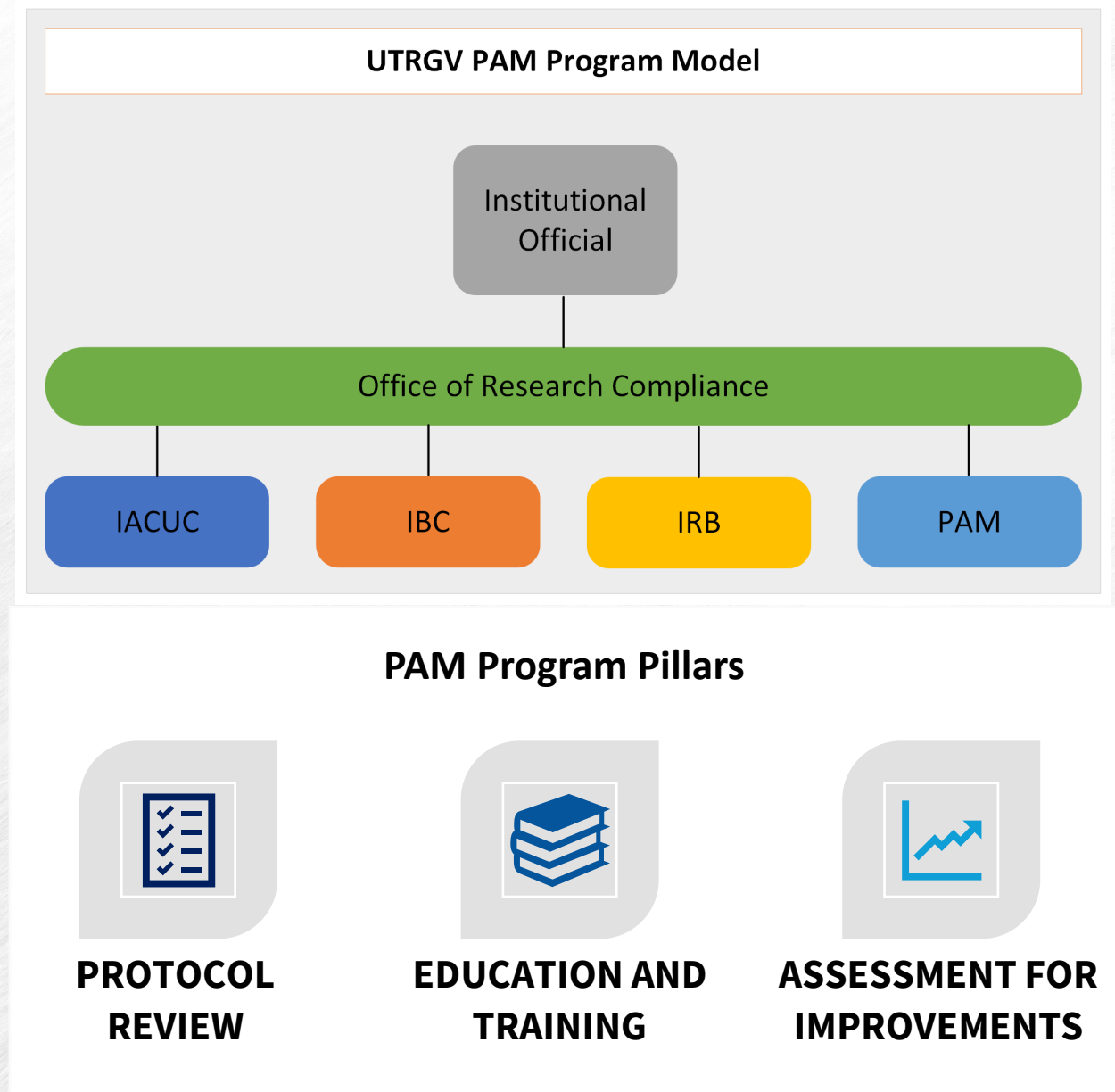


A 10-year restructured academic research institution currently classified as R2

Recently added a medical school, clinics, specialized research centers, and several new doctoral programs



Independent PAM Program



Benefits of the PAM Internship



Enhance PAM support

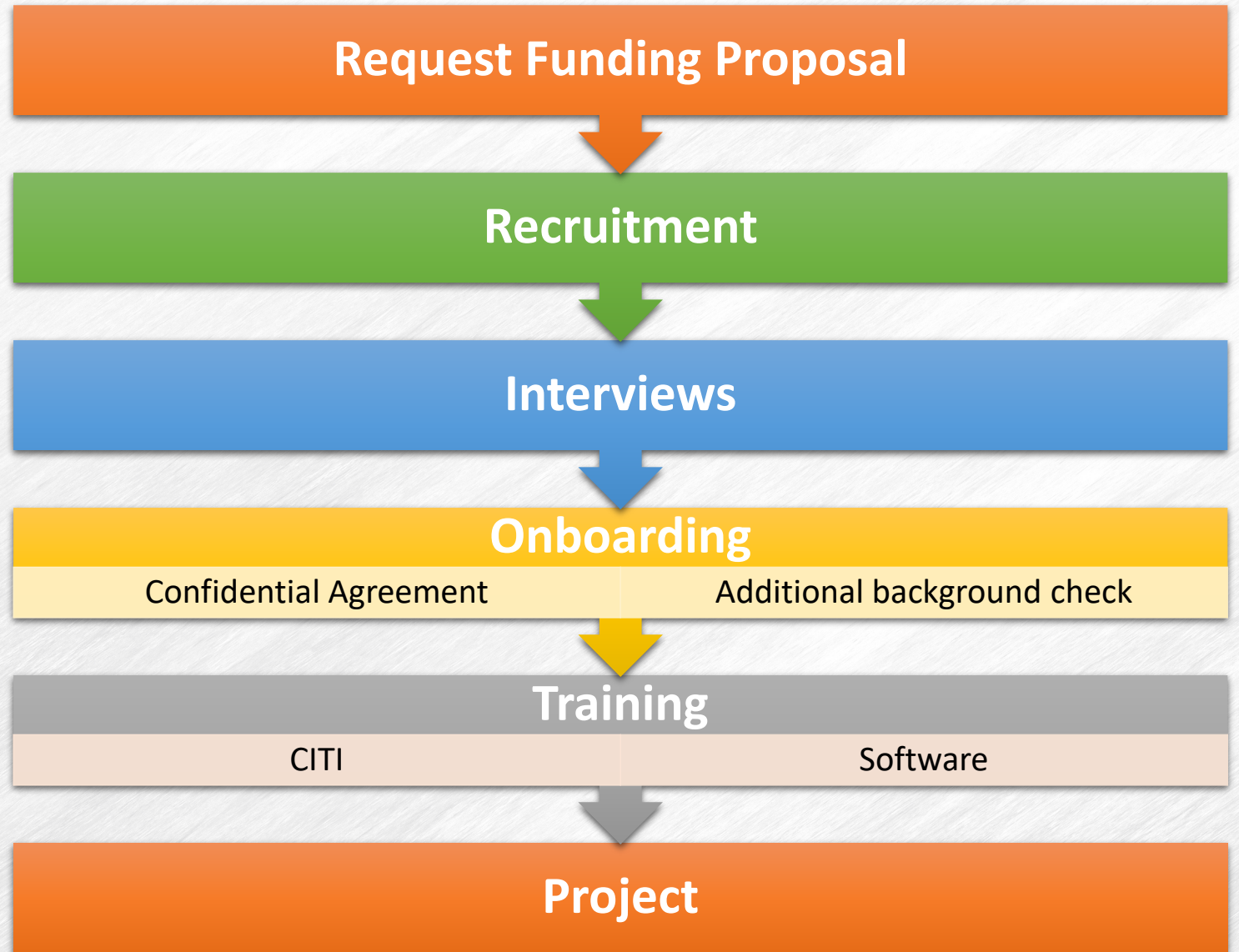


Opportunity to engage students in advancing research ethics and compliance



Building a stronger pipeline for future research compliance professionals

Program Timeline

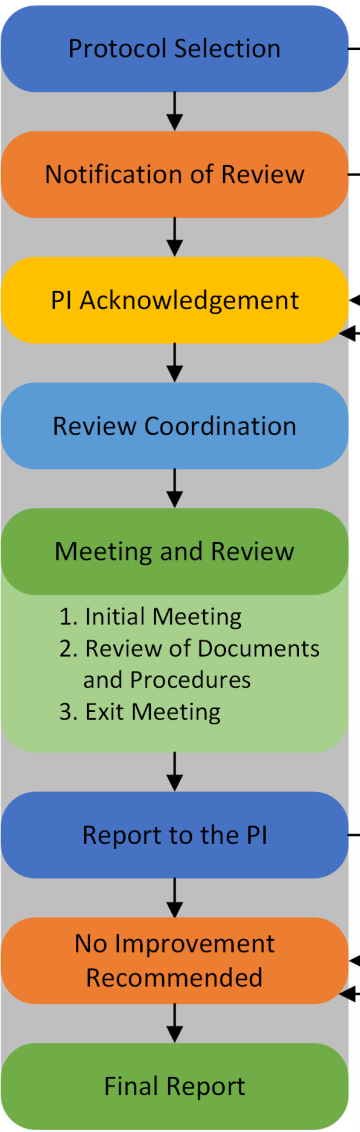


Job Functions

During the internship, intern will be expected to carry out the following tasks and duties:

- Assist and support all activities of the Post Approval Monitoring (PAM) Program, including the planning, coordination, and execution of routine monitoring visits, preparation, and organization of documentation.
- Assist in designing, building and testing PAM forms with the workflow within a web application to collect and track key data and metrics.
- Assist in the development and maintenance of training materials and communication resources.

PAM Program Improvement



IACUC

- PAM IACUC Document List**
- PAM IACUC 01_100 Principal Investigator Notification Routine PAM
 - PAM IACUC 01_101 Principal Investigator Notification Directed PAM
 - PAM IACUC 01_102 Principal Investigator Second Notification Routine PAM
 - PAM IACUC 01_103 Principal Investigator Third Notification Routine PAM
 - PAM IACUC 02_101 PAM Review Process Description for Principal Investigator
 - PAM IACUC 02_102 PAM Principal Investigator Self-Assessment
 - PAM IACUC 03_101 PAM Monitor Protocol Review
 - PAM IACUC 03_102 PAM Monitor IACUC Minutes Review
 - PAM IACUC 04_101 PAM Monitor Tool – Master Checklist
 - PAM IACUC 04_102 PAM Monitor Tool – Surgery
 - PAM IACUC 04_103 PAM Monitor Tool – Specialty Studies
 - PAM IACUC 05_101 PAM Review Final Report
 - PAM IACUC 06_101 PAM Principal Investigator Response
 - PAM IACUC 07_101 Principal Investigator Program Evaluation
 - PAM IACUC 07_102 PAM Review Certificate



Pam Process

Editing existing Record ID **PAM IACUC-2025-03_01.**

Record ID PAM IACUC-2025-03_01

Notification

Date of Notification: 2025-03-11 Today Y-M-D

Required Second Notification: ☒ Yes ☐ No **Date of Second Notification:** 2025-03-25 Today Y-M-D

Required Third Notification: ☐ Yes ☐ No

PAM Visit

PAM Visit: ☒ Scheduled ☐ Check-In ☐ Canceled

Visit Mode ☒ In-person ☐ Virtual ☐ N/A

Date of the PAM visit/check-in: 2025-05-02 Today Y-M-D

Project status at the time of the visit: ☐ No initiated ☒ In process ☐ Completed

Are there any findings? ☒ Yes ☐ No

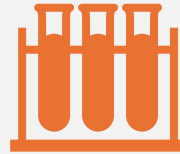
Date of Completion: 2025-05-30 Today Y-M-D

Record ID	Protocol Information	Pam Process	Training	Report	Completion	Training After PAM
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PAM IACUC-2025-03_02	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
PAM IACUC-2025-03_03	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
PAM IACUC-2025-03_04	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
PAM IACUC-2025-03_05	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>

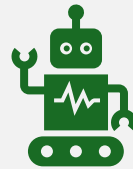
Inter Project Goals:

- Early-Fall – Learn the programs
- Mid-Fall – Develop forms
- Early-Spring – Conduct pilot
- Mid-Fall – Conduct PAM reviews

Intern Learning Objective



Gain practical experience in regulatory research oversight, compliance documentation, and digital process development.



Apply technical and analytical skills to support the development of digital tools, workflows, and data tracking systems that enhance regulatory research oversight and risk-based protocol review.



Strengthen communication and instructional design skills by contributing to the creation of training materials and outreach resources for research stakeholders.

Expect Outcomes & Impacts



Institutional Benefits

- Expand PAM coverage
- Improve documentation and operations



Intern Outcomes

- Career exposure and skill development
- Alumni success study (e.g., vet school, compliance roles)

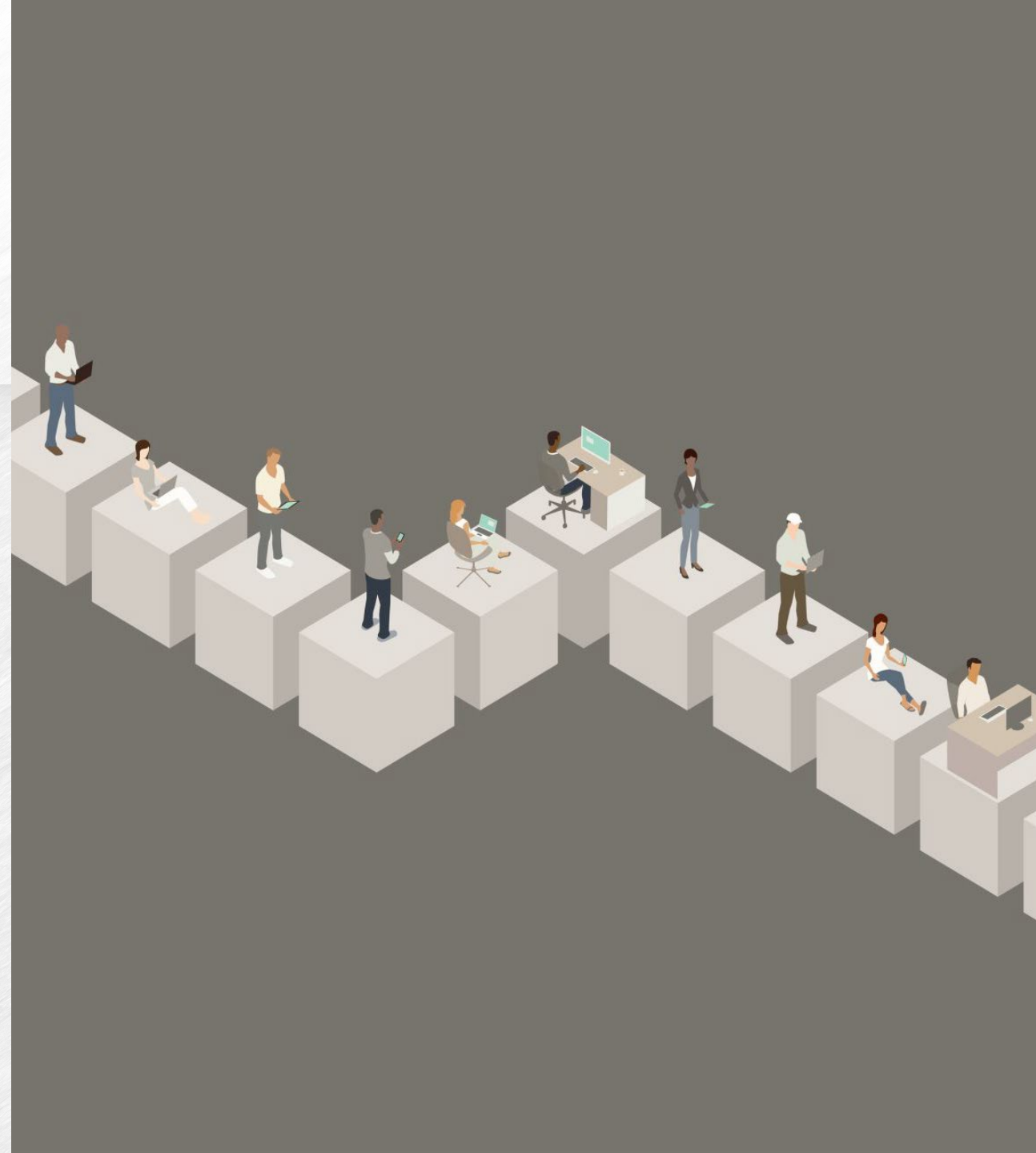


Metrics

- Number of PAM reviews supported
- PAM workflow optimization
- Intern feedback and satisfaction

Challenges & Lessons Learned

- Allocate sufficient time and resources to ensure comprehensive training that builds competence and confidence.
- Establish clear, measurable objectives and communicate roles and responsibilities to align efforts and outcomes.
- Implement a consistent feedback framework and set clear boundaries to promote accountability, growth, and a positive work environment.





Thanks!

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