

Melissa Eve Rose

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EDUCATION

MHA-Master of Health Administration August 2014
University of South Florida, Tampa, FL

- **Internship Project:** Designing a Procedural Manual for the Research Coordinators of the Division of Population Science at H. Lee Moffitt Cancer Center and Research Institute

MPH-Master of Public Health, Health Policies and Programs August 2014
University of South Florida, Tampa, FL

Bachelor of Science in Health Education April 2011
University of Florida, Gainesville, FL

PROFESSIONAL EXPERIENCE

Regulatory Associate July 2015-Present
The University of North Carolina at Chapel Hill Lineberger Comprehensive Cancer Center
Clinical Protocol Office, Chapel Hill, NC 27599

- Responsible for regulatory compliance of melanoma and breast clinical research trials at Lineberger, and provide guidance, consultation, and training to researchers and sponsors using knowledge of GCP, CFR, and ICH guidelines
- Accountable for completing IRB submissions and responses for initial studies, modifications, renewals, and reportable events; create/ rework informed consent forms for clinical trials
- Contribute to addressing patient safety and regulatory compliance to foster research quality and help to safeguard institutional integrity

Research Compliance Administrator October 2014-May 2015
The University of South Florida Institutional Review Board (IRB)
Department of Research Integrity and Compliance, Tampa, Florida 33612

- Provided consultation to USF's research community (faculty, staff, students, affiliate investigators) on the application and implementation of federal regulations, state laws, and institutional policies and procedures for USF human subjects research
- Ensured conformance with ethical and legal standards, served as an expert resource to the University's research community, and served as the liaison between the research community and the USF Institutional Review Board (IRB)
- Processed Social/Behavior and Biomedical research studies submitted to the USF IRB, managed the monthly Biomedical IRB Board meetings for research greater than minimal risk and/or with vulnerable populations

Research Coordinator July 2012-October 2014
H. Lee Moffitt Cancer Center,
Department of Health Outcomes and Behavior, Tampa, Florida 33612

- Managed and presented research data, worked with Moffitt physicians, clinic staff, patients, USF student interns, and USF graduate students; provided oversight and training to student interns
- Coordinated necessary procedures and materials for several cancer research studies, performed clinical data abstractions and medical record reviews as well as input research notes in Cerner's PowerChart; helped prepare studies for external audit reviews
- Conducted informed consent, consulted patients on research participation, completed cognitive assessments, prepared weekly and monthly accrual reports, assisted with research publications

Graduate Research Assistant August 2011-August 2012
University of South Florida College of Public Health
"Health Inventory in The Villages Research Project," Tampa, Florida 33612

- Managed research operations, conducted focus groups, traveled weekly to The Villages
- Created abstracts for publications, and completed literature reviews
- Designed a paper and online version of a split ballot survey that was distributed to The Villages community

Student Intern

January-April 2011

Munroe Regional Medical Center

LifeTime Wellness Center, Ocala, Florida 34471

- Conducted health screenings for clients in the Ocala area by use of a finger prick test and educated clients on their results
- Compiled health education materials, and helped to advocate health awareness for children
- Assisted in floor supervision of Cardiac Rehab Phase II and III patients through taking their heart rate, blood pressure, and pulse oximetry

RESEARCH, CAMPUS, AND COMMUNITY LEADERSHIP ACTIVITIES**Research Colloquium Facilitator**, USF Undergraduate Research and Arts Colloquium, 2015**Poster Presenter**, USF Graduate Research Day, "USF Health Disparities in The Villages," 2012**Poster Presenter**, AAHPERD National Convention, "Measuring Specific Sexual Behavior," San Diego, CA, 2011**Secretary**, Eta Sigma Gamma, Department of Health Education and Behavior, University of Florida 2010-2011**Ambassador**, College of Health and Human Performance, 2010-2011**Volunteer**, Family Pal for Camp Boggy Creek, 2009-2010**Volunteer**, AHEC Tobacco Training and Cessation - Initial Training Program (ATTAC-IT), 2009**Mentor**, Collegiates Helping as Mentors in Public Schools (CHAMPS), University of Florida 2007-2009**Volunteer**, North Florida Regional Medical Center, Gainesville, Florida 2007-2008**TECHNICAL SKILLS**

Microsoft Word, Excel, PowerPoint, Access

SharePoint, R Commander, REDCap, VisionTree

Cerner PowerChart

USF Applications for Research Compliance (ARC) portal

The Online Collaborative Research Environment (OnCore)

UNC IRBIS