

NICHD DATA AND SPECIMEN HUB (DASH)

Checklist of items required during Biospecimen Request Process

To request biospecimens stored in the NICHD Contracted Biorepository through NICHD DASH, you will need to submit the following information/ documentations during the biospecimen request process.

- ☐ Biospecimen Request Form
 - ☐ Requester Information (Name, Contact Information, Job Title/Position, School/Division/Center, Institution Type, Institution Name and Address)
 - ☐ Study Information (Project Title, Research Plan, Design and Analysis Plan)
 - ☐ Funding Information (Funding Status, Funding Source, Funding Type)
 - ☐ Principal Investigator Information (Name, Contact Information, Job Title/Position, Institution Name and Address)
 - ☐ Authorized Representative/Institutional Business Official Information (Name, Contact Information, Job Title/Position, Institution Name and Address)
- ☐ NICHD DASH Material Transfer Agreement
- ☐ Funding Award Letter*
- ☐ IRB Approval for Biospecimen Request**

*If funding is not available, you will be provided with a Biospecimen Letter of Availability during the request process in DASH. You can use this letter to apply for funding. Once funding is obtained, you can log into DASH and submit the Funding Award Letter.

**IRB Approval documentation is only required for certain biospecimens. The requirement will be outlined in the Biospecimen Request Form that you will receive from DASH.