

To ensure system security and compliance, OnCore training is required to establish a user account. All OnCore in-person and recorded video trainings are available for registration through the UC Learning website: <https://learningcenter.ucsfmedicalcenter.org>.

Please log in to the UC Learning website and view the “OnCore: Introduction” video, which will provide you with more information on the OnCore environment, the types of access you can request, and a link to the OnCore Access Request survey.

For more information on the types of access available, see the chart below. Please note, some users may require more than one type of access role.

Access Role	Description	Training Requirements*	Time
Protocol Manager (PM/GCRA)	<ul style="list-style-type: none"> • Create new protocols • Approve study calendars • View coverage analysis Required for initiating coverage analysis	(Recorded Videos) <i>OnCore Introduction</i> <i>OnCore Protocol Creation (non-Cancer Center)</i> <i>OnCore ePRMS (Cancer Center)</i> <i>OnCore Calendar Review & Sign-Off</i>	15 min 20 min 15 min 5 min 5 min
Clinical Research Coordinator (CRA)	<ul style="list-style-type: none"> • Enroll subjects • Enter/edit patient information and eCRF data • Subject Visit tracking 	OnCore Subject Management (in-person only) NOTE: Only for staff entering patient data. Consult with your study team to see if this applies to you.	120 min
Investigator (INV)	<ul style="list-style-type: none"> • View protocol records • View subject/patient data • View coverage analysis 	(Recorded videos) <i>OnCore Introduction</i> <i>OnCore Coverage Analysis</i> <i>OnCore Data Export & Reports</i>	15 min 5 min 5 min
Financial Analyst (FIN)	<ul style="list-style-type: none"> • Create/manage budgets • Invoice • Reconcile payments • View coverage analysis 	OnCore Financials Training (Peer-led, in-person training with sign-off documentation)	120 min. App.
Biospecimen Manager (BST/CBRC)	<ul style="list-style-type: none"> • Enter/edit biospecimen data 	OnCore Biospecimen Management (Peer-led, in-person training with sign-off documentation)	60 min. App.
Registry Manager (URM)	<ul style="list-style-type: none"> • Enter/edit patient registry data 	OnCore Registry Management (webinar)	45 min
Monitor or Affiliate Coordinator (DMGR/AC)	<ul style="list-style-type: none"> • Monitor study data • Enroll subjects, enter/edit patient information and eCRF data at affiliate sites 	OnCore Subject Management for Affiliates & Monitors (webinar)	60 min

* NOTE: New user accounts for UCSF Personnel requesting access are activated on Fridays based on completion of the appropriate training requirements.

For information about access not described above, please contact our Help Desk at oncore@ucsf.edu.