

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 roles you can request, and a link to the OnCore Account 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 role.

Access Role	Description	Training Requirements*	Time
Protocol Manager (PM/GCRA)	<ul style="list-style-type: none"> View coverage analysis <p>Required for initiating coverage analysis</p>	<p><i>OnCore Introduction</i> (Recorded Video)</p> <p><i>OnCore Data Exports & Reports</i></p> <p><i>OnCore ePRMS (Cancer Center)</i></p>	<p>15 min</p> <p>5 min</p> <p>15 min</p>
Clinical Research Coordinator (CRA)	<ul style="list-style-type: none"> Enroll subjects Enter/edit Subject information and eCRF data Subject Visit tracking <p>NOTE: Only for staff entering patient data.</p>	<p><i>OnCore Introduction</i> (Recorded Video)</p> <p>CRCs are obligated to participate in only ONE of the three trainings below to fulfill the OnCore CRC role training requirement:</p> <p><i>OnCore Subject Enrollment</i> (in-person)</p> <p><i>OnCore Subject Enrollment Video</i> (no instructor)</p> <p><i>OnCore Subject Enrollment Zoom webinar</i></p>	<p>15 min</p> <p>90 min</p> <p>40 min</p> <p>90 min</p>
Financial Analyst (FIN)	<ul style="list-style-type: none"> Create/manage budgets Invoice Reconcile payments View coverage analysis 	<p><i>OnCore Introduction</i> (Recorded Video)</p> <p><i>OnCore Financials Training</i> (Peer-led, in-person training with sign-off documentation)</p>	<p>15 min</p> <p>120 min. App.</p>
Biospecimen Manager (BST/CBRC)	<ul style="list-style-type: none"> Enter/edit biospecimen data 	<p><i>OnCore Introduction</i> (Recorded Video)</p> <p><i>OnCore Biospecimen Management</i> (Peer-led, in-person training with sign-off documentation)</p>	<p>15 min</p> <p>60 min. App.</p>
Registry Manager (URM)	<ul style="list-style-type: none"> Enter/edit patient registry data 	<p><i>OnCore Introduction</i> (Recorded Video)</p> <p><i>OnCore Registry Management</i> (webinar)</p>	<p>15 min</p> <p>45 min</p>
Monitor or Affiliate Coordinator (non-UCSF staff) (DMGR/AC)	<ul style="list-style-type: none"> Monitor Study data Enroll Subjects, enter/edit patient information and eCRF data at affiliate sites 	<p><i>OnCore Introduction</i> (Recorded Video)</p> <p><i>OnCore Subject Management for Affiliates & Monitors</i> (webinar)</p>	<p>15 min</p> <p>80 min</p>

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

For information about access not described above, please contact our Help Desk at oncore@ucsf.edu or call 415-502-2962.