

**Job Title:** *Research Associate (Clinical)*

**A little about us:**

The Lieber Institute for Brain Development was conceived from the realization that a new approach is needed to fully exploit the unprecedented scientific opportunities to accomplish the critical goal of helping affected individuals and their families. The Lieber Institute aims to transform the research landscape in two ways: by providing new tools for scientific discovery and by developing new collaborative approaches to achieve our ambitious mission.

The mission of the Lieber Institute for Brain Development is to translate the understanding of basic genetic and molecular mechanisms of schizophrenia and related developmental brain disorders into clinical advances that change the lives of affected individuals. We are an independent 501(c)(3) medical research institute located in the Bioscience Park on the campus of the Johns Hopkins School of Medicine and Hospital.

The Lieber Institute offers a generous benefits package which includes paid holidays, sick, personal and vacation time off.

**Job Summary:**

Conduct retrospective clinical case reviews of postmortem human brain donors for a multi-site, high volume, brain donation program. Assist with data collection, entry, cleaning, and management of complex demographic/clinical data in LIMS database system. Conduct basic clinical queries to support Clinical Assessment team and LIBD research projects.

**Key responsibilities:**

**Diagnosis of postmortem human brain donors.**

- Supports Chief, Clinical Assessment in conducting assigned retrospective psychiatric clinical assessments for postmortem human brain donors from multi-site tissue collection, including next-of-kin family informant interviews via telephone (following extensive training), as well as psychiatric, substance, and medical records chart reviews, and review of all forensic data (i.e., autopsy reports, toxicology testing, scene investigations, neuropath reports), in order to prepare a psychiatric narrative summary on brain donors.
- Initiates telephone or mail contacts with next-of-kin when additional signed releases or information is needed to make diagnoses.
- Assists Clinical Assessment team with tracking medical records requests specific to Veteran's Administration Medical Centers to ensure that appropriate documentation is received and processed.
- Assists Clinical Assessment team with preparation of quarterly supplemental toxicology testing orders from National Medical Services to support grants/contracts.

**Collection, entry, management of assigned demographic and clinical postmortem human brain data entry domains.**

- Assists Clinical Assessment team with select demographic and clinical data entry of telephone screens, autopsy and toxicology reports, medical and social history, and/or final psychiatric, substance, and medical diagnoses for brain donors.
- Performs data checking tasks of LIMS field entry completed by other Clinical Assessment team members.
- Assists with data entry for newly designed LIMS fields that may require retroactive data pulling from hard copy or e-charts.

**Clinical Querying**

- Performs basic clinical queries for research studies in earliest phases of inquiry, under the direction of Chief, Clinical Assessment.
- Utilizes LIMS database to review and track undiagnosed or pending donations that require clinical diagnostic review.

\*May perform other duties as assigned

**Minimum Qualifications:**

Bachelor’s degree in social sciences, psychology, counseling, or related program is required. Master’s degree preferred.

Minimum of 3 years related experience required.

Expertise in clinical diagnosis using DSM-5 is also required

**Special Knowledge, Skills, and Abilities:**

\*\*\*Some occasional evening and weekend hours may be necessary in order to reach family informants by telephone, but can be scheduled flexibly.

Must be able to read about death and the detailed circumstances leading up to death as part of daily work.

Must be able to work diplomatically and sensitively with challenging, at times psychiatrically ill, donating next-of-kin family members who may be distraught due to their loved one’s recent death.

Clinical research skills including empathy, patience, excellent listening skills are necessary.

Ability to openly discuss death and suicide and complex medical comorbidities as part of regular duties.

Excellent writing skills are absolutely critical to the position as the employee will be writing case reports on a daily/weekly basis.

Knowledge of medical terminology and psychotropic medications is advantageous for this position as the employee will be reading medical records on a daily basis.

**Physical Requirements:**

May be required to lift medical records and donor charts (up to 20 pounds).

**EEOC Statement:** The Lieber Institute for Brain Development is proudly an equal employment opportunity and equal professional advancement employer. Employment decisions at the Lieber Institute for Brain Development are based on merit, qualifications, and abilities. It is our policy that the Lieber Institute does not discriminate in employment opportunities on the basis of race, religion, color, sex, age, marital status, national origin or ancestry, citizenship, physical or mental disability, sexual preference/orientation or veteran status with regard to any position or employment for which the applicant or employee is qualified.