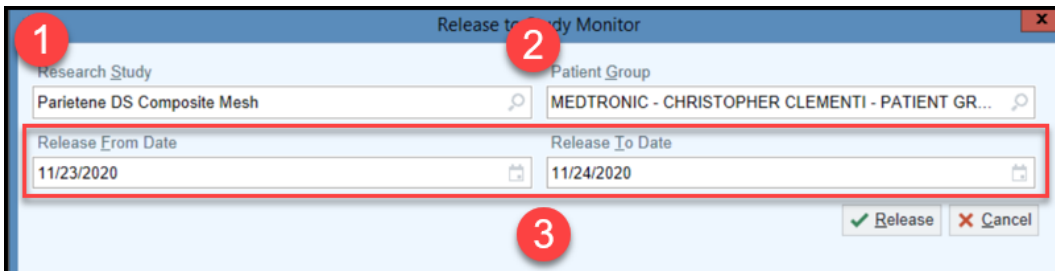


## Releasing Information to Study Monitors

Study Monitors can request access to EpicCare Link in order to view study-related patient charts. Research Coordinators can easily select which patients to release to study monitors, and how long the monitors should have access to those charts.

### Try It Out

1. Study Monitor will request EpicCare access using the following link:  
<https://www.froedtert.com/epiccarelink>
2. New request for monitor access will be sent to Health Information Management (HIM)
  - HIM will confirm the Study Monitor, Study Name, and PRO# with study staff
    - If the study monitor already has EpicCare access, a ticket/work order will need to be submitted to have the appropriate studies added to the Study Monitor's EpicCare profile
      - Froedtert Help Desk (414)805-2101
      - **Ticket/work order can take 3-5 days to process**
3. EPIC: Research Coordinator – My Studies
  - Under **Research Reports** locate the “Patients Associated with My Studies” report and click **Ready to run** then **Ready to View** once the report has been generated.
  - The report should list all the patients associated with your studies
  - Select the patients that the Study Monitor has requested to review
  - Once all patients have been selected click the **Release to Study Monitor** button
  - The **Release to Study Monitor** window will appear



- Populate each field as follows...
  1. **Research Study** – type in the appropriate study
  2. **Patient Group** – search for the Study Monitor by Sponsor name
  3. **Release From Date/Release To Date** – enter the dates that the Study Monitor will have access to the records and click **Release**
- Note the “Study Monitor Releases for My Studies” has been updated to include the most recent record releases on the **Research Coordinator – My Studies** dashboard