**Supplemental Digital Appendix 2**

**CTSA Recruitment Services Inventory – Additional Tables and Figures**

There were 40 institutions or affiliates that completed the survey.

**Registry Use for Recruitment**

**What recruitment registry/registries are used by your ResearchMatch institution for recruiting participants into Institutional registry/registries research studies? (Check all that apply)**

**What recruitment registry is your primary registry?**

**Does your CTSA maintain a registry?**

*\*Missing: 2*

**What is the estimated cumulative total number of volunteers in your CTSA registry (or registries)?**

**Feasibility Assessment Use**

**Does your site offer study feasibility services to assist researchers with determining possible number of participants?**

*\*Missing: 2*

**What tools or services do you offer for determining available patient populations for a study?**

**Clinical Trials Listings**

**Does your CTSA or your institution have a listing of your site's clinical studies (all forms of clinical research) available on the web?**

*\*Missing: 2*

**Where does the information for your web listings of clinical trials come from? (Check all that apply)**

**Matrix of recruitment experience with different populations (N=35)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **What populations does your site have access to, experience recruiting, most difficulty recruiting, success recruiting, or expertise with that you would be willing to share? (check all that apply)** | | | | | |
|  | access to experience | experience recruiting | most difficulty recruiting | success recruiting | expertise that you would be willing to share |
| Patient Volunteers | 80% | 60% | 3% | 60% | 29% |
| Healthy Volunteers | 77% | 60% | 9% | 66% | 23% |
| Children and minors (17 years or younger) | 71% | 60% | 11% | 40% | 11% |
| Mental or physically challenged individuals | 60% | 43% | 9% | 23% | 0% |
| Prisoners | 20% | 17% | 17% | 3% | 0% |
| Pregnant women | 74% | 63% | 11% | 46% | 14% |
| Fetuses or neonates | 66% | 43% | 14% | 23% | 6% |
| People with HIV | 80% | 57% | 9% | 31% | 14% |
| Elderly/Aged persons | 74% | 54% | 11% | 49% | 29% |
| Students and/or employees | 71% | 46% | 3% | 40% | 14% |
| Underrepresented racial/ethnic populations | 71% | 54% | 29% | 43% | 14% |
| Low income populations | 66% | 51% | 14% | 46% | 20% |
| Non or limited English speaking | 71% | 49% | 40% | 26% | 11% |
| Rural | 54% | 37% | 31% | 17% | 11% |
| LGBTQ | 66% | 54% | 9% | 26% | 9% |
| Adults with childhood disease | 66% | 37% | 9% | 23% | 9% |
| Patients with a particular disease | 71% | 69% | 3% | 63% | 17% |
| Another population not listed here | 10% | 0% | 0% | 3% | 0% |
|  |  |  |  |  |  |
| **Are you evaluating or have you evaluated in the past any recruitment methods for any of the special populations mentioned in the previous questions?** | | | | | Yes: 37% |

**Recruitment Resources and Services**

**Please select what recruitment resources and services your program offers to assist investigators.**

**Does your CTSA offer services to investigators for social media recruitment?**

*\*Missing: 3*

**What social media channels have you used for participant recruitment?**

**Would you be willing to share your social media experience with others?**

*\*Missing: 2*

**How comfortable are you with using social media for recruitment?**

*\*Missing: 8*

**Does your site use electronic medical records to identify and recruit patients for research?**

*\*Missing: 3*

**What EMR software product do you use (ie. EPIC, Cerner, etc)?**

**Does your site contact patients directly using the electronic medical record or patient portal?**

*\*Missing: 6*

**Which methods are used to contact patients who are recruited using electronic medical records? (Check all that apply)**

**Do key study personnel need permission from a care provider to approach a participant identified through the electronic medical record?**

*\*Missing: 9*

**Does your site have a program where patients can give authorization to be contacted by researchers about studies for which they are eligible?**

*\*Missing: 5*

**Please select if patients are required to opt in for such authorization or if they must opt-out?**

*\*Missing: 1*

**Does your recruitment program work directly with any commercial companies that offer recruitment support (e.g., StudyKIK, local media vendors)?**

*\*Missing: 4*

**Do you help with study advertisements?**

*\*Missing: 4*

**What types of stakeholders does your recruitment program work with to offer recruitment support?**

**Does your program collaborate with any of these community organization types?**

**Does your recruitment program collaborate with your CTSA community engagement program?**

*\*Missing: 6*

**Are there services your recruitment program is considering offering in the future?**

*\*Missing: 5*

**Recruitment Program Operations**

**How many full time employees (FTE) does your recruitment program have?**

*\*Missing: 7*

**Do you charge fees to support your services?**

*\*Missing: 5*

**How do research teams learn about your services?**

**Do you track who uses your services? Such as junior faculty, senior faculty, staff, or trainees (post docs, fellows, students).**

**\****Missing: 4*

**Do you track what projects that use your services are post award or pre award?**

**\****Missing: 4*

**What tools do you use to track recruitment services and consultation information?**

**Workforce Development**

**Do you have any courses, workshops, online trainings, brown bags, round tables, seminars, etc offered to researchers on recruitment and retention?**

\**Missing: 4*

**Program Evaluation**

**Does your recruitment program currently evaluate study accrual and recruitment/retention practices at your institution?**

**\****Missing: 6*

**Does your recruitment program currently evaluate study accrual and recruitment/retention practices for Underrepresented populations?**

\**Missing: 29*

**Do you collect service satisfaction data?**

*\*Missing: 9*

**Does your CTSA collect data for the common metric, called the Accrual Index?**

*\*Missing: 8*