

**BY ORDER OF THE COMMANDER  
GRAND FORKS AIR FORCE BASE**

**GRAND FORKS AIR FORCE BASE  
INSTRUCTION 44-150**

**17 SEPTEMBER 2012**

**Medical**

**PARTICIPATION IN MEDICAL STUDIES**



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OPR: 319 MDSS/SGST

Certified by: 319 MDG/CC  
(Col Jane G. Denton)

Supersedes: GRANDFORKSAFBI44-150,  
1 May 2005

Pages: 3

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This Grand Forks AFB Instruction establishes and outlines the requirements for participation in medical studies by active duty military personnel. Ensure that all records created as a result of processes prescribed in this publication are maintained In Accordance With (IAW) Air Force Manual (AFMAN) 33-363, Management of Records, and disposed of IAW with the Air Force Records Information Management System (AFRIMS) located at <https://www.my.af.mil/gcss-af61a/afirms/afirms/>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, Recommendation for Change of Publication; route AF Forms 847 from the field through the appropriate functional's chain of command.

**SUMMARY OF CHANGES**

Review of this Instruction was accomplished with only minor AFI and grammatical changes throughout the document.

**1. General:**

1.1. At least one company, PRACS Institute, Ltd. actively recruits study participants in the Grand Forks, East Grand Forks and Fargo areas.

1.2. There are no military regulations that forbid such study participation by active duty members; however, there is off-duty employment, reporting and medical documentation requirements. This instruction applies to all active duty military persons participating in medical studies.

**2. Responsibilities:**

2.1. Prior to participation in any medical study involving the taking of medications or the provision of any other medical treatment, Air Force members must notify the 319th Medical Group and schedule an appointment with their primary care manager (PCM). The PCM will evaluate the study to determine if any medical or occupational concerns exist, and either approve or disapprove participation. This information will be documented in the member's medical record.

2.2. A written approval or disapproval of participation, with the PCM's signature, will be given to the active duty member and should be presented to the member's supervisor and unit commander when accomplishing the AF IMT 3902, *Application and Approval for Off-duty Employment*.

2.3. All active duty aircrew members, air traffic controllers, members on personnel reliability program status, and special operators subject to restricted duty for medical reasons (i.e., duty not to include flying or duty not to include controlling status), including use of medications, are ineligible to participate in off-duty medical research studies.

2.4. If prescription medications are detected during random or command-directed urinalysis testing and there is no documentation in the member's medical records for those medications, they may be subject to administrative action. This applies to any active duty member, not just those participating in a medical study.

**3. Procedures:**

3.1. IAW AFI 41-210, *Patient Administration Functions*, paragraph 3.9, active duty Air Force members must notify their servicing medical treatment facility within 3 days of receiving treatment when receiving medical care at their own expense. Since these medical studies generally involve a regimen of taking prescription medications, this constitutes treatment.

3.2. IAW AFI 40-402, *Protection of Human Subjects in Biomedical and Behavioral Research*, paragraph 3.2.1., active duty personnel may receive financial compensation for participation as a subject of research, as long as DoD funds are not used for payment and off-duty employment is authorized.

3.3. Off-duty employment is authorized using AF IMT 3902. Blocks 27, 30, and 34 must be completed by the immediate supervisor, Judge Advocate, and unit commander prior to study participation.

3.4. Active duty members may not participate in any PRACS or other medical studies program if they are expecting to deploy within 90 days or are assigned to an AEF rotation scheduled to occur within 90 days.

3.5. Active duty members participating in drug or treatment studies must inform the company conducting the trial that they are military members.

TIMOTHY E. BUSH, Colonel, USAF  
Commander, 319th Air Base Wing

## Attachment 1

## GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

***References***

AFI 41-210, *Patient Administration Functions*, 29 November 2010

AFI 40-402, *Protection of Human Subjects in Biomedical and Behavioral Research*, 5 May 2005

***Prescribed Forms***

Prescribed Forms: There are no forms prescribed by this publication.

***Adopted Forms***

Adopted Forms: AF Form 847, *Recommendation for Change of Publication*.

***Abbreviations and Acronyms***

**AEF**—Air Expeditionary Force

**AF**—Air Force

**AFI**—Air Force Instruction

**DoD**—Department of Defense

**IAW**—In Accordance With

**IMT**—Information Management Tool

**PCM**—Primary Care Manger

***Terms***

**Accountable Forms**—Forms that the Air Force stringently controls and which cannot be released to unauthorized personnel, since their misuse could jeopardize DoD security or result in fraudulent financial gain or claims against the government.

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