Environmental Services Section – HN12B6

The Environmental Services Section is responsible for: (1) ensuring efficient housekeeping operations and ensuring compliance with appropriate infection prevention, safety, OSHA, Joint Commission and regulatory standards; (2) includes the cleaning of NIH Clinical Center patient rooms, offices, ancillary departments, outpatient areas, public areas (including cafeterias), laboratories, and the Family Lodge; and (3) also includes waste management services.
The Materials Management and Environment Services Department (MMES) is responsible for:

1. acquisition of supplies, inventory management, and storage and distribution of materials;
2. ensures efficient housekeeping operations and compliance with appropriate infection prevention, safety, OSHA, Joint Commission and regulatory standards; this includes cleaning of the NIH Clinical Center patient rooms, offices, ancillary departments, outpatient areas, public areas (including cafeterias), laboratories in the CRC, and the Family Lodge, and the provision of laundry services;
3. provides sterilization and decontamination services for medical/surgical supplies and equipment;
4. management of the NIH Clinical Center loading docks and waste operations, and the functioning of NIH Clinical Center equipment, including the maintenance and performance monitoring of highly specialized clinical medical equipment, and service contract management;
5. houses Clinical Center property management;
6. planning, development, implementation, and coordination of services provided to the Clinical Research Center;
7. provides expert advice and consultation on products and equipment required for patient care including recall notices, trials, product updates, and training;
8. ensuring the quality of cleaning, this includes cleaning safety practices, routinely making rounds within the NIH Clinical Center, and providing quality scores for levels of cleanliness;
9. responsible for management of the laundry contract, and acquisition, pick up and distribution of laundry, as well as serving the Family Lodge and the Children’s Inn for laundry services.
The Housekeeping and Materials Management Department (HMMD) is responsible for the acquisition of supplies, inventory management, and storage and distribution of materials. In addition, the department ensures efficient housekeeping operations and compliance with appropriate infection prevention, safety, OSHA, Joint Commission and regulatory standards. This includes cleaning of the NIH Clinical Center patient rooms, offices, ancillary departments, outpatient areas, public areas (including cafeterias), laboratories in the CRC, and the Family Lodge, and the provision of laundry services. The department also provides sterilization and decontamination services for medical/surgical supplies and equipment. The department is responsible for the management of the NIH Clinical Center loading docks and waste operations, and the functioning of NIH Clinical Center equipment, including the maintenance and performance monitoring of highly specialized clinical medical equipment, and service contract management. The department houses Clinical Center property management. The Senior Advisor serves as a senior analyst to the HMMD department head on the planning, development, implementation, and coordination of services provided to the Clinical Research Center. Nurse Consultants provide expert advice and consultation on products and equipment required for patient care including recall notices, trials, product updates, and training. As a result of the reorganization we are able to eliminate (1) FTE from this section by reassigning some of the responsibilities. QA specialists are responsible for ensuring the quality of cleaning. This includes cleaning safety practices, routinely making rounds within the NIH Clinical Center, and providing quality scores for levels of cleanliness. The Laundry section is responsible for management of the laundry contract, and acquisition, pick up and distribution of laundry, as well as serving the Family Lodge and the Children's Inn for laundry services.
1 H Alcohol Clinic - HNJ35B

This is an alcohol and addictions disorders clinic. Provides nursing care and screening for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies conducted by the National Institute of Alcohol Abuse and Alcoholism.
1 H Pediatrics Clinic - HNJ356

This is a pediatric outpatient clinic caring for patients with cancer and HIV/AIDS diagnoses. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Cancer Institute.
1 NW Inpatient Unit Pediatrics - HNJ354

This is a pediatric inpatient unit focusing on chronic and acute conditions of children. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by National Cancer Institute, National Institute of Heart, Lung and Blood, and National Institute of Allergy and Infectious Diseases.
1 NW Pediatrics Day Hospital - HNJ355

This is a pediatric inpatient unit and day hospital. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies conducted by multiple institutes.
1 SW Inpatient Unit Pediatric Behavioral Health - HNJ357

This is a child psychiatry unit. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies conducted by the National Institute of Mental Health.
1 SE Inpatient Unit Adult Behavioral Health - HNJ35A

This is a behavioral procedures inpatient unit. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Institute of Alcohol Abuse and Alcoholism.
3 SE-N Inpatient Adult Oncology Unit - HNJ33H

This is a surgical, urological oncology and immunotherapy unit. Provides nursing care for patients undergoing research activities in the National Cancer Institute.
3 SE Hematology/Oncology Day Hospital - HNJ338

This is a medical oncology clinic and day hospital. Provides nursing care for patients undergoing research activities of the National Cancer Institute and National Heart, Lung and Blood Institute.
5 N-W Inpatient Unit General Medicine - HNJ32M

This is an endocrine and pulmonary, lipids, and hematology unit. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies conducted by various institutes (NICHD, NIDDK, NEI, NIDCR, NHGRI, NHLBI).
This is a solid organ and tissue transplantation unit, and an allergy, infectious disease, cardiology, and rheumatology unit. Provides nursing care for patient undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Institutes of Diabetes and Digestive and Kidney Disease, Allergy and Infectious Diseases, National Heart, Lung and Blood Institute, and Arthritis and Musculoskeletal and Skin Diseases.
This is an allergy/infectious disease, endocrinology, GI, ophthalmology, nephrology, rheumatology, and GYN day hospital. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Institute of Allergy and Infectious Diseases and National Institute of Arthritis and Musculoskeletal and Skin Diseases.
Conducts clinical research that focuses on state-of-the-art, patient oriented obesity research, including metabolic analysis and imaging capabilities.
This is an adult affective disorders & geriatric psychiatry, schizophrenia, and behavioral procedure unit. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies conducted by the National Institute of Mental Health.
This is a neurology, neurosurgery and ophthalmology unit. Provides nursing care for patients undergoing research activities of the National Institutes of Neurological Disorders and Stroke and National Eye Institute.
This is an outpatient clinic that services patients with neurological disorders. Provides diagnostic evaluation and testing for patients undergoing research activities of the NINDS and NEI.
Admissions, Voucher, Clinic Clerk - HNJ12H3

(1) Provides outpatient registration and inpatient admission services for CC research participants (patients); (2) provides patient transportation and travel services; (3) provides patient travel reimbursement services; and (3) provides outpatient clinic administrative support services.
B2 SW Radiation Oncology - HNJ335

This outpatient area provides radiotherapy to adult and pediatric patients and is a consulting service to multiple Institutes. They service patients with acute and chronic illnesses while participating in clinical research studies conducted by multiple Institutes.
**Clinic 12 Medical Oncology - HNJ33E**

This is a medical oncology clinic and day hospital. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by National Cancer Institute and National Heart, Lung and Blood Institute.
Clinic 13 Dermatology Oncology - HNJ33G

This is a dermatology consult clinic. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Cancer Institute.
Clinic 3 Surgical Oncology/ Urology - HNJ336

This is an oral surgery and surgical/urological oncology and immunotherapy outpatient clinic. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Institute of Dental and Craniofacial Research and the National Cancer Institute.
Clinic 4 Behavioral Health - HNJ359

This is a behavioral procedures outpatient clinic. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Institute of Mental Health.
Deputy for Clinical Operations - HNJ312

Manages the recruitment and hiring of qualified personnel in collaboration with NIH Human Resources. Provides administrative services, which support the staffing and workforce management of the Nursing Department including off shift supervisors, coordination of Float Pool/Per Diem staff, and external nursing agencies.
Deputy for Research and Practice Development - HNJ313

Supports the development and documentation of clinical research nursing practice at the Clinical Center. Leads the efforts to evaluate the outcomes of practice and assure that practice standards are current and evidence based. Supports clinical competency based education, leadership education for all levels of clinical staff and professional development and educational outreach in support of the development of Clinical Research Nursing as a specialty. Provides support for independent research conducted by scientists and clinical staff within the Nursing Department, provides methodological and mentoring support for evidence based practice and outcomes assessment, supports research training and outreach, and provides leadership and consultation to the department for scholarship and dissemination of professional work.
Medical/Surgical Specialties - HNJ32

Provides services to support the medical/surgical inpatient and outpatient areas.
Neuroscience, Behavioral Health, and Pediatrics - HNJ35

Provides services to support the neuroscience, behavioral health and pediatric inpatient and outpatient areas.
Oncology and Critical Care - HNJ33

Provides services to support the oncology and critical care inpatient and outpatient areas.
Service Chief for Medical Surgical Specialties - HNJ321

Provides administrative services and supervision for all inpatient and outpatient areas within the medical/surgical specialty, including personnel management, procurement, budget, inventory control, travel, training, education, and timekeeping to all nursing units which come under this Service. Includes advanced practice and expert nurses that assess nursing practice and research support, provide specialty education and assure continuity and effectiveness across the levels of care for medical/surgical patient populations.
Service Chief for Neuroscience, Behavioral Health, and Pediatrics - HNJ351

Provides administrative services and supervision for all inpatient and outpatient areas within the neuroscience, behavioral health and pediatric specialties, including personnel management, procurement, budget, inventory control, travel, training, education, and timekeeping to all nursing units which come under this Service. Includes advanced practice and expert nurses that assess nursing practice and research support, provide specialty education and assure continuity and effectiveness across the levels of care for neuroscience, behavioral health and pediatric patient populations.
Service Chief for Oncology and Critical Care - HNJ331

Provides administrative services and supervision for all inpatient and outpatient areas within the oncology and critical care specialties, including personnel management, procurement, budget, inventory control, travel, training, education, and timekeeping to all nursing units which come under this Service. Includes advanced practice and expert nurses that assess nursing practice and research support, provide specialty education and assure continuity and effectiveness across the levels of care for oncology and critical care patient populations.
1ACRF Heart Station - NJ32L

This outpatient area performs EKGs, Holter Monitors and Exercise Tests on adult and pediatric populations with acute and chronic illnesses. These patients are undergoing tests while participating in clinical research studies conducted by multiple Institutes.
1NW Inpatient Pediatrics Unit - NJ33E

This is a pediatric inpatient unit focusing on chronic and acute conditions of children. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by National Cancer Institute, National Institute of Heart, Lung and Blood, and National Institute of Allergy and Infectious Diseases.
1NW Pediatrics Day Hospital - NJ33G

This is a pediatric inpatient unit and day hospital. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies conducted by multiple institutes.
1SE-N Inpatient Unit - NJ33H

This is an alcohol and addiction disorders unit. Provides nursing care and screening for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies conducted by the National Institute of Alcohol Abuse and Alcoholism.
This is a medical oncology/hematology and bone marrow transplant unit. Provides nursing care for patients undergoing research activities of the National Cancer Institute, including focus on surgery and immunotherapy.
This is a surgical, urological oncology and immunotherapy unit. Provides nursing care for patients undergoing research activities in the National Cancer Institute.
3SW-N Intermediate Care Unit - NJ338

This is a medical and surgical step down unit. Provides nursing care for patients undergoing research activities from all Institutes and Branches, National Institutes of Health.
3 SW-N Procedure Unit - HNJ33B

Provides nursing care for patients undergoing consultative, diagnostic and therapeutic gastroenterologic procedures, and venous access device procedures, while participating in clinical research studies conducted by multiple institutes throughout the Clinical Center.
This is a surgical oncology and immunotherapy intensive care unit. Provides nursing care for patients undergoing research activities of the Surgery Branch of the National Cancer Institute and various other institutes, with primary focus on surgery and immunotherapy.
5 NE-N Diagnostic Testing - HNJ32N

Provides nursing care for patients undergoing consultative, diagnostic and therapeutic cardiovascular procedures while participating in clinical research studies conducted by multiple institutes throughout the Clinical Center. Patient populations include patients with actual or potential cardiovascular diseases and normal volunteers.
5 NE-S Vaccine Research Center - HNJ32K

This clinic is designed to conduct research on the development and tolerability of new vaccines for the National Institutes of Allergy and Infectious Disease. Healthy volunteers are recruited to participate in the trials and they receive injections and submit to frequent assessments and blood draws.
This is a solid organ and tissue transplantation unit, and an allergy, infectious disease, cardiology, and rheumatology unit. Provides nursing care for patient undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Institutes of Diabetes and Digestive and Kidney Disease, Allergy and Infectious Diseases, National Heart, Lung and Blood Institute, and Arthritis and Musculoskeletal and Skin Diseases.
7SW-N Neuro/Sleep Lab Inpatient Unit - NJ335

This is a neurology, neurosurgery and ophthalmology unit. Provides nursing care for patients undergoing research activities of the National Institutes of Neurological Disorders and Stroke and National Eye Institute.
AIDS Section - HNJ644

This section is responsible for: (1) providing clinical care to the AIDS patients of the Clinical Center in collaboration with the NIAID, (2) providing research from the clinical involvement with the AIDS patients, (3) acts as a national referral center for AIDS patients i.e. recruiting patients to protocols and providing education to interested parties.
Ambulatory Care Services - NJ32

(1) Provides services to operate outpatient clinics; (2) administers admissions, transfers, and discharges of CC patients; and (3) operates CC travel services.
Ambulatory Pharmacy Section - HNJ652

(1) Dispenses prescriptions to clinic patients and discharged inpatients; (2) Reviews prescriptions for appropriateness; (3) Counsels patients on appropriate medication use.
Anesthesia Section - HNJ622

Provides peri-operative anesthesia care for patient-centered research in support of Institute protocols.
B2 SW Radiation Oncology - NJ32M

This outpatient area provides radiotherapy to adult and pediatric patients and is a consulting service to multiple Institutes. They service patients with acute and chronic illnesses while participating in clinical research studies conducted by multiple Institutes.
The function of the Clinical Center's Biomedical Engineering and Property Management Section, is to provide and maintain safe, functional and effective medical equipment which are used in the patient care environment. Clinical Center Personal Property is managed and controlled according to NIH and Federal Regulations.
Blood Services Section - HNJ672

Acquires processes and dispenses all perishable blood and blood products for transfusion at the Clinical Center. This includes selection and bleeding of donors, grouping and typing of blood, and follow up of transfusion in recipients.
Cell Processing Section - HNJ675

Provides cell and marrow processing for therapeutic and diagnostic procedures, including ex vivo cell expansion, bone marrow processing, stem cell expansion, bone marrow processing, stem cell collection, and cell radiolabelling.
Central Hospital Supply Section - HNJ12B2

Staff is responsible for the collection, receiving, decontamination process, cleaning, packaging, sterilization and reissuing of all instrument sets, trays, equipment and medical devices to ward areas, surgery and clinical activities. Issues and maintains stock of medical supplies and devices used by the professional staff in direct patient care applications. Processes all reusable items and is the central sterilization facility of the Clinical Center.
Chronic Illness and Surgical Oncology Section - HNJ12D3

Specializes in social services; individual, family and group treatment models; and community resources for adults with chronic illnesses (e.g., arthritis, heart disease, neurological disorders) and adult surgical and ICU patients. Provides comprehensive psychosocial support program and clinical consultation service to maximize patient/family coping abilities, protocol compliance and continuity of care.
Clinic 10 Ophthalmology - HNJ32D

This is an outpatient clinic serving broad spectrum of ophthalmic patients with ophthalmic consultation for other services within the CC. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Eye Institute.
Clinic 11 Immunology/Infectious Disease/Ophthalmology - HNJ32E

This is an outpatient clinic that serves patients with HIV/AIDS. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Institute of Allergy and Infectious Diseases.
Clinic 12 - NJ32G

This is a medical oncology clinic and day hospital. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by National Cancer Institute and National Heart, Lung and Blood Institute.
Clinic 1 Dental - HNJ326

Provides dental and oral lesion consults to patients from all institutes participating in research protocols. Also supports Heart Station and Alcohol Clinic.
Clinic 4 - NJ328

This is a behavioral procedures outpatient clinic. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Institute of Mental Health.
Clinic 5 Neuro ENT- HNJ329

This is an ear, nose and throat outpatient clinic. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Institute of Dental and Craniofacial Research.
Clinic 7 Hematology/Pulmonary - HNJ32A

This is a hematology outpatient clinic. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Institute of Heart, Lung and Blood Institute.
5 NE-N Diagnostic Testing - HNJ 33P

Provides nursing care for patients undergoing consultative, diagnostic and therapeutic cardiovascular procedures while participating in clinical research studies conducted by multiple institutes throughout the Clinical Center. Patient populations include patients with actual or potential cardiovascular diseases and normal volunteers.
Clinic 9 Med Surg - HNJ32C

This is an outpatient clinic serving adult and pediatric patients with acute and chronic illnesses. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies conducted by multiple Institutes.
Clinical Center - HNJ

(1) Provides patient facilities and services for clinical investigations in the Clinical Center; (2) conducts research in clinical care, hospital administration, and related areas; and (3) supervises residency and other training programs.
The Clinical Chemistry Service of the Clinical Pathology Department is responsible for providing the optimum laboratory medicine support to patient-care physicians and their patients within the Clinical Center. The Clinical Chemistry Service is responsible for providing chemistry service for all clinical center patients and to provide research and computer assisted data processing of a variety of laboratory determinations performed on patients for diagnostic, therapeutic, and research purposes.
Clinical Nutrition Service – HNJ12C2

(1) Provides food service and nutritional care to all patients; (2) Provides nutrition and diet expertise for research protocols; (3) Provides nutrition counseling for both in- and out-patients; (3) Conducts research in clinical nutrition and food service administration; and (4) Provides continuing education for Nutrition Department Staff.
Clinical Research Information System (CRIS) Section - NJ1374

The Clinical Research Information System (CRIS) Section is responsible for the day-to-day project management for the selection and implementation of the next generation Clinical Research Information System.
Clinical Studies Section - HNJ533

(1) Provides diagnostic radioisotope scanning service; (2) provides whole body assay and localization of low-level radioactive isotopes in Clinical Center patients; (3) provides for radiopharmaceutical service at NIH; and (4) conducts research in nuclear medicine related to patient care methods.
(1) Reviews and abstracts pertinent protocol assignment data and ICD/CPT codes relative to patients' inpatient admissions, outpatient procedures and day hospital visits; the abstracting and coding of such data permits access to medical records by diagnoses and procedures to support clinical care, research, administrative reporting, quality management activities as well as protocol related resource utilization; coding and abstracting processes include the capability to track patients' protocol related diagnoses in addition to primary and secondary diagnoses as they relate to the reason for the patients' visits/admissions; and (2) abstracts pertinent medical information from patients' medical records to support record reviews related to Joint Commission standards.
The Communication, Analysis & Evaluation Section is responsible for the analysis and evaluation of clinical research informatics needs and requirements.
Credentialing Services Section - NJ6E4

Serves as central clearinghouse, repository and control for all credentialing documentation for all members of the Clinical Center medical, dental and nursing staff.
Critical Care Medicine Department - HNJ64

(1) Provides optimal patient care for all critically ill patients in the Clinical Center; (2) conducts research regarding the optimal technology to provide the finest care to critically ill patients; and to conduct research on the underlying pathophysiology of circulatory shock, respiratory failure, and other major problems confronting critical care medicine; and (3) provides respiratory therapy and physiological monitoring services throughout the Clinical Center.
This is a clinical section which provides technical services in the l0-D MICU for 24 hours a day, 365 days per year. (1) These technical services include respiratory care, physiological monitoring, and special procedures. (2) Also, this section is responsible for providing continuing medical education on the topics listed in number one above which the Department provides to various audiences.
Responsible for the appropriate use of information technology to enhance research productivity, clinical care, and hospital management.
Department of Laboratory Medicine - HNJ63

(1) Provides laboratory medicine support to patient care physicians and their patients within the Clinical Center; (2) provides consultations to patient care physicians regarding the interpretation of laboratory data and patient care problems; (3) provides hematology consultation service to the medical staff; (4) educates and trains clinical pathology residents, medical staff fellows, and others in laboratory medicine; (5) conducts a program of research and method development in the area of laboratory medicine; and (6) provides phlebotomy and sterile urine collection service for patients within the Clinical Center.
Department of Perioperative Medicine - HNJ62

Provides high quality and cost effective perioperative nursing and anesthesia services to CC and Institute patients. Builds alliances and facilitates the conduct of clinical research protocols with all institutes.
Diagnostic Radiology Department - HNJ52

(1) Provides diagnostic radiology services to all research patients and normal volunteer controls; (2) collaborates in developing new diagnostic equipment and procedures involving ionizing radiation from all sources, and (3) provides specialized roentgenographic service for certain research procedures involving animals.
Documentation Analysis Section – HNJ6E5

(1) Processes all incomplete medical records, including: assignment of dictation responsibilities, review of dictated reports, data entry on computerized tracking system, and qualitative and quantitative review of medical records; (2) provides assistance to members of the medical staff with timely completion of medical records while maintaining an accurate account of delinquent medical records and issuing suspension notices for delinquencies; and (3) performs quality assessment of transcription contract services, and functions as the liaison between the transcription contractor and the medical staff providing orientations for medical staff on the use of the dictation system and other pertinent Medical Record Department related functions.
Food Service - HNJ12C3

(1) Provides food service and nutritional care to all patients; (2) Provides nutrition and diet expertise for research protocols; (3) Provides nutrition counseling for both in- and out-patients; (3) Conducts research in clinical nutrition and food service administration; and (4) Provides continuing education for Nutrition Department Staff.
Functional and Applied Biomechanics Section - HNJ666

(1) Conducts basic and translational research into the causes of physical disability and their possible treatment; and (2) Develops hardware, software and conducts clinical trials to improve the functional level of persons with disabilities.
Hematology Service - HNJ633

The Hematology Service of the Clinical Pathology Department provides all the hematologic diagnostic examinations of patients in the Clinical Center as well as for the outpatient clinics. The Service also collaborates in clinical research of a fundamental and methodological nature to improve patient care service and basic knowledge in hematology. In addition, the Service conducts extensive research and development activities in automation and computerization.
Housekeeping and Fabric Care Department - NJ12A

1) Provides housekeeping and passenger elevator service for patients, public and laboratory areas of the Clinical Center; 2) Responsible for testing new equipment and supplies and assuring sanitary conditions are met; 3) Provides linen service for patient care, research, and service areas of the National Institutes of Health; 4) Repairs and alters linens and garments; fabricates new linen items in special circumstances and insures compliance with established laundry standards.
Imaging Physics Section - HNJ534

(1) Provides diagnostic radioisotope scanning service; (2) provides whole body assay and localization of low-level radioactive isotopes in Clinical Center patients; (3) provides for radiopharmaceutical service at NIH; and (4) conducts research in nuclear medicine related to patient care methods.
The Immunology Service of the Clinical Pathology Department is responsible for providing the optimum laboratory support to patient-care physicians and their patients within the Clinical Center. The Immunology Service is responsible for providing routine and custom immunological testing performed on patients for diagnostic, therapeutic and research purposes.
Infectious Diseases Section - HNJ673

Provides all retrovirus and hepatitis testing on both NIH donors and patients including anti-HIV, anti-HTLV, HIV-antigen, hepatitis B and surface antigen tests and performs independent research relating to blood transmitted viral agents.
Inpatient Pharmaceutical Care Section - HNJ653

Assists physicians in designing and evaluating drug regimens; monitors and assesses drug regimens, protocols, and other patient parameters to assure proper and rational drug therapy. Interprets, transcribes, monitors and dispenses medication orders; dispenses unit dose medication; compounds parenteral medication; fills drug requisitions; maintains investigational drug dispensing records; provides consultation services to physicians and nurses; provides working stocks of narcotics and other controlled drugs.
Inpatient Services - NJ33

Provides administrative oversight and supervision for all areas within inpatient services.
Inventory Management Section - HNJ12B5

The functions of this section will primarily be but not limited to the following; (1) acquire goods and services for Clinical Center/Materials Management Department customers in the most economic and efficient way possible, (2) maintenance of Central Processing & Distribution (CPD) Program, (3) manage and control the Materials Management Department Inventory, (4) maintenance of DELPRO Inventory actions, (5) facilitate budget control and accountability, (6) maintain purchase card activity, (7) review and process to OPM all requests for purchase from MMD sections via the Purchase Request Tracking System (PRTS), (8) maintain and expand the use of Department of Defense Prime Vendor Program, (9) perform cost and supply studies, (10) product availability research, (11) foster staff development, (12) facilitate the development of performance improvement, (13) promote quality and service to existing customers in the Clinical Center, (14) pursue expanding the provision our services throughout the Clinical Center, (15) explore ways ordering can be consolidated within the Clinical Center
Housekeeping Section - HNJ12B6

The Housekeeping Section is responsible for ensuring efficient housekeeping operations and ensuring compliance with appropriate infection prevention, safety, OSHA, Joint Commission and regulatory standards. This includes the cleaning of NIH Clinical Center patient rooms, offices, ancillary departments, outpatient areas, public areas (including cafeterias), laboratories, and the Family Lodge. This section also includes waste management services.
Laboratory of Diagnostic Radiology Research - HNJ55

Directs a training program promoting clinical and basic research in medical imaging and related fields with two main objectives: (1) to train U.S. or permanent resident radiologist and nuclear medicine physicians and scientists designed to teach techniques and skills used to perform "imaging research" not readily available at other academic institutions; and (2) to focus its efforts in the areas of magnetic resonance imaging, magnetic resonance spectroscopy, molecular imaging, image processing and the development of new approaches in order to achieve these goals.
Laboratory Services Section - HNJ674

(1) Performs routine serologic and antigen-typing tests for Clinical Center patients. (2) Provides training in Blood Bank laboratory techniques for specialists and staff. (3) Engages in research in immunohematology and new techniques and equipment in Blood Bank services.
Medicolegal Section - HNJ6E2

Provides expert consultative services CC-wide for compliance to requirements of the Privacy Act and the Freedom of Information Act. Responds to all requests for access to and release of patient care data. Oversees regulatory review of records by outside groups. Provides expert testimony to Office of the General Counsel, NIH.
The Microbiology Service of the Clinical Pathology Department provides diagnostic information to patient care physicians of the Clinical Center by identification and study of bacteria, fungi, protozoa, and other similar disease producing agents parasitic to man. In addition, the Service conducts an extensive research and development program in automation and computerization as related to diagnostic microbiology.
(1) Maintains medical records of all patients; (2) prepares and provides abstracts of individual patients’ records; (3) prepares required reports on births and deaths; (4) conducts technical analysis of medical records; and (5) prepares indices and statistical reports for evaluation of research programs.
Department of Networks and Applications - NJ134

Responsible for the infrastructure that supports the technology for all mainframe, desktop computers, networks and its accompanying application management/development, database information.
Clinical Pathology Department - NJ63

(1) Provides laboratory medicine support to patient care physicians and their patients within the Clinical Center; (2) provides consultations to patient care physicians regarding the interpretation of laboratory data and patient care problems; (3) provides hematology consultation service to the medical staff; (4) educates and trains clinical pathology residents, medical staff fellows, and others in laboratory medicine; (5) conducts a program of research and method development in the area of laboratory medicine; and (6) provides phlebotomy and sterile urine collection service for patients within the Clinical Center.
Department of Clinical Research Informatics - NJ6B

(1) Responsible for processes and systems that directly affect users in the care delivery and research settings; (2) analyses and evaluates clinical research informatics needs and requirements; (3) developing design options that support the work processes of clinical research; and (4) implementing and managing responsive Clinical IT solutions.
Nuclear Medicine Department - HNJ53

(1) Provides diagnostic radioisotope scanning service; (2) provides whole body assay and localization of low-level radioactive isotopes in Clinical Center patients; (3) provides for radiopharmaceutical service at NIH; and (4) conducts research in nuclear medicine related to patient care methods.
Nursing Department - HNJ3

Provides nursing services to research programs conducted in the Clinical Center (CC); (2) conducts research in clinical nursing care and nursing service administration; and (3) provides continuing education and training to nursing staff.
Nutrition Department - HNJ12C

(1) Provides food service and nutritional care to all patients; (2) Provides nutrition and diet expertise for research protocols; (3) Provides nutrition counseling for both in- and out-patients; (3) Conducts research in clinical nutrition and food service administration; and (4) Provides continuing education for Nutrition Department Staff.
Occupational Therapy Section - HNJ662

Provides diagnostic and therapeutic treatment to patients to restore or improve the patient's ability to function successfully at home, work, play and in daily activities. Provides personal computer therapy to increase or develop skills in mental health patients. Participates in independent and collaborative research.
Office of Acquisitions - HNJ139

(1) Directs a centralized hospital contracting operation serving all departments of the Clinical Center; (2) provides advice and assistance to the management of all departments on procurement planning with responsibility for solicitation, evaluation, negotiation and award, contract administration, and contract closeout; and (3) is responsible for implementing Federal, Departmental, NIH, and local procurement laws, regulations, policies, and procedures in the accomplishment of the Clinical Center's procurement support activity.
Office of Administrative Management - HNJ122

Directs, coordinates, and conducts administrative management and planning activities by providing support and services to all CC departments in the areas of general administrative management, personnel management, finance and budget, acquisitions management, information resource management, facilities and space management, and other areas related to general administration of the CC.
Office of Clinical Research Training Medical Education - HNJ17

(1) Responsible for the development, administration and evaluation of all clinical research training and medical education initiatives which contribute to the professional growth and development of NIH clinician-scientists and other health care professionals; (2) oversees, recruits for, and coordinates NIH Accreditation Council for Graduate Medical Education (ACGME)-accredited and non-ACGME-accredited fellowship programs, as well as ACGME-accredited programs with which NIH is affiliated; (3) oversees and coordinates Continuing Medical Education (CME) programs with an Accreditation Council for Continuing Medical Education-accredited outside contractor; (4) responds to inquiries from PHS, Federal and private agencies concerning ACGME and CME programs; (5) oversees and coordinates promotion and recruitment activities, acceptance and review of recruitment applications, selections and administration of the NIH Clinical Research Training Program (CRTP) for medical and dental students; (6) oversees and handles recruitment for Clinical Electives Program; (7) oversees, recruits, and coordinates Summer Research Fellowship Program for Medical and Dental Students in the NIH Clinical Center; (8) oversees the annual Clinical Center orientation for new NIH clinical fellows; (9) manages a long-distance learning portfolio for principal investigators at the NIH and elsewhere; (10) conducts evaluations of training programs on a regular basis and provides recommendations for program improvements; (11) identifies new international academic institutions as long distance learning partners for the NIH Clinical Center's clinical research courses; (12) manages a curriculum in clinical research certification program in the NIH Clinical Center; and (13) supports diversity management and minority outreach in all the program areas.
Office of Communications and Media Relations- HNJ123

(1) Directs and implements a broad range of internal and external communications programs, including media relations, community relations and public information; (2) serves as the central point of contact for the general public and the CC; (3) advises the Director, executive and clinical staff concerning communications issues; (4) advises on the effective interpretation and reporting of research findings produced in the CC; (5) plans and conducts ongoing external communications programs to disseminate information on CC programs and research to the public; (6) plans and conducts a patient education program; and (7) coordinates Freedom of Information Act requests for the CC.
Office of Credentialing Services - HNJ6D

(1) Processes, manages, and controls the professional credentials data for all active medical staff members authorized by the Medical Board to participate in patient care; (2) collection, verification/validation, and retrospective assessment of documentation bearing on a practitioner's professional qualifications and competence; (3) monitors and ensures that the Institutes and CC departments comply with CC, NIH, Public Health Service, and JCAHO requirements for medical staff credentialing delineation of clinical privileges, reappointments and licensure; (4) responds to government and private sector inquiries; and (5) provides expert consultative services to CC Administration and categorical Institutes.
Health Information Management Department- HNJ6E

Provides expert consultative services for the management of all medical record and other related health information management services including: (1) maintenance of hard copy and electronic medical records; (2) processing requests for access to and release of patient care information; (3) overseeing regulatory review of records by outside groups; (4) coding of diagnoses and procedures; and (5) providing support services for the patient and referring physician portals.
Office of Deputy Chief - Research and Practice Development Service - NJ313

Provides administrative services in the areas of personnel, procurement, budget, travel, training and education, and timekeeping which comes under this service, which includes central nursing education, nursing research, and advanced practice development. Provides and coordinates clinical education, performance improvement, and collaborative practices initiatives. Provides leadership in the development and coordination of nursing research protocols and evaluation activities.
Office of Financial Resources Management - HNJ132

(1) Plans, directs, and coordinates all financial and budgetary programs of the CC; (2) develops and maintains an activity-based cost accounting system; (3) oversees the compilation and preparation of CC budget activities; (4) tracks manpower utilization; (5) determines financial impact of institute protocols on the CC; and (6) directs and coordinates the planning and implementation of all CC financial systems.
Hospitality Services Dept - HNJ12G

(1) Provides services to support the patient experience from the perimeter of campus to their first appointment, including reception, front desk and intradepartmental unit clerks; (2) operates messenger and escort services; (3) operates patient library services; (4) directs Patient Ambassador Volunteer Program; (5) coordinates and delivers tours, special events, and conference room management for the Clinical Center; and (6) serves as liaison between the Clinical Center and the Office of Research Services in coordination of security and campus access matters as they relate to patients, visitors, and employees.
Office of Management Analysis and Reporting - HNJ136

(1) Performs analysis and reporting of Clinical Center census, activity, cost and patient quality measures to contribute to the efficient decision management decision-making; and (2) supports the needs of the Institutes as it relates to protocol resource utilization analysis and reporting.
Office of Workforce Management and Development - HNJ128

(1) Empower leaders with the knowledge and skills to manage a federal workforce; (2) Develop staff to enhance performance and foster the next generation of leaders; (3) Assist supervisors and managers to address organizational and personnel issues, and (4) Ensure effective recruitment, retention and engagement strategies.
Office of Protocol Services - HNJ135

Provides centralized, standardized support services to IC principal investigators to facilitate development, approval, implementation, and evaluation/monitoring of clinical research protocols that are in compliance with the regulations governing human subjects research. Protocol data is collected and maintained in a computerized database from which administrative reports are generated and provided to the ICs and the OD. Special projects to enhance and improve protocol services (e.g., protocol writing application and an adverse event reporting system) that link directly to the Clinical Research Information System are undertaken by OPS.
The OSFM will strategically and proactively (1) manage space allocations and construction/renovation changes for the hospital; (2) provide overall project management, coordination and communication of hospital construction and renovations; (3) manage maintenance and repair contracts for critical hospital systems such as nurse call and medical gasses; (4) work with the Division of the Fire Marshall and other NIH programs to insure that all construction is in compliance with life safety codes and maintain building evacuation plans.
Directs the work of the functional areas that provides (1) training to resident radiology and nuclear medicine physicians and scientists designed to teach techniques and skills used to perform imaging research not readily available at other academic institutes; (2) provides diagnostic radiology, nuclear medicine, and positron emission tomography services to all research patients and healthy volunteer controls; (3) collaborates in developing new diagnostic equipment and procedures involving ionizing radiation from all sources; (4) provides radiopharmaceutical service; and (6) prepares and conducts research in cyclotron-produced radionuclides and radiopharmaceuticals.
Office of the Chief Financial Officer - HNJ13

Directs the work and activities of the functional areas that (1) coordinate all financial and budgetary programs of the CC including developing and maintaining an activity-based cost accounting system, compilation and preparation of CC budget activities, tracking manpower utilization, determining financial impact of institute protocols, and directing and coordinating the planning and implementation of all CC financial systems; (2) provide centralized protocol support services to facilitate development, approval, implementation and evaluation of clinical research protocols; and (3) provide information technology to enhance research productivity, clinical care and hospital management.
Office of the Chief Information Officer - NJ14

Oversight and line management of the functional area that (1) develops, operates, and maintains a state-of-the-art biomedical computer facility and provides overall guidelines that are responsive to the CC mission; (2) provides overall information technology policy and oversees a complex set of critical computing services; (3) provides leadership and focus for the development and implementation of policy and standards in the area of information technology; (4) coordinates the planning, development, acquisition, implementation, and operation of all computer systems within the CC; (5) provides the working liaison between the CC, the NIH CIT, and the various institutes to assure optimal and integrated clinical and management information systems; (6) conducts research and education programs in application of information systems science to the medical research and hospital operation settings; (7) develops computer programs to enhance the application of automatic data processing systems in the CC; (8) trains all patient care staff in the use of the medical information computer systems; and (9) maintains the operational readiness of computer hardware and software used for CC applications.
Office of the Chief Nurse - HNJ31

Directs and coordinates the activities of the functional areas responsible for (1) providing nursing services to research programs conducted in the CC; (2) conducting research in clinical nursing care and nursing service administration; (3) providing continuing education and training to nursing staff; (4) providing services to operate outpatient clinics.
Office of the Chief Operating Officer - HNJ12

Directs and coordinates the activities of the functional areas that provide (1) personnel management, (2) administrative management and strategic planning, (3) patient and healthy volunteer recruitment efforts, (4) procurement and contracts management, (5) facilities management of the CC physical plant, and (5) interpretation and release of research findings and other information issues to the public.
Office of the Chief - NJ321

Provides administrative oversight and supervision for all areas within Ambulatory Care Services and oversees performance improvement.
Office of the Deputy Chief - Inpatient - NJ331

Provides administrative services in the areas of personnel, procurement, budget, inventory control, travel, training and education, and timekeeping to all nursing units which come under this Service.
Office of the Deputy Director for Clinical Care - HNJ6

Provides oversight to and has direct line management for the functional areas that provide (1) epidemiology services to patients, physicians, and allied health care workers; (2) anesthesiology and surgical services to CC patients; (3) laboratory medicine support and consultation to patient-care physicians and their patients in the CC; (4) optimal patient care for all critically ill patients in the CC; (5) respiratory therapy and physiological monitoring services throughout the CC; (6) pharmaceutical services and drug therapy consultations and conducts a program of pharmaceutical research; (7) control over investigational drugs; (8) physical medicine consultative services; (9) physical, occupational, and speech therapy for CC patients; and (10) all blood products for human transfusion and research purposes.
Office of the Director - HNJ1

(1) Plans and directs programs of clinical care, management, and support services in the operation of the Clinical Center; (2) coordinates the medical staff fellow and residency training programs for NIH; (3) manages orientation programs for official visitors; (4) provides clinical reports and inquiry services for the Clinical Center; (5) provides personnel services; (6) provides medical television services for NIH; and (7) provides central support services to the Clinical Center.
Office of the Family Lodge - HNJ129

(1) Provides a hotel-like environment for families and loved ones of adult patients receiving care at the NIH CRC; (2) provides services, including 34 guest rooms, a library, generously equipped business and telecommuting center, fitness center, large kitchen, laundry rooms, and comfortable social areas; and (3) provides space for solitude, family meetings, and supportive fellowship.
The Operational Systems Section is responsible for the day-to-day management of clinical information systems and the implementation and management of responsive IT solutions.
Pain and Palliative Care Service - HNJ6C

The Pain and Palliative Care philosophy of care is to relieve physical, emotional and spiritual suffering and improve quality of life, enable the patient and family to become "empowered" through education and support, provide collaborative interdisciplinary symptom management throughout the entirety of the chronic disease trajectory, weaving into the fabric of aggressive treatment as well as comfort-based care. Our goals of care are to incorporate empirical, technical, and clinical knowledge with humanism, manage quality of life symptoms to facilitate ongoing participate on and retention for protocol studies, validate and disseminate information through research, integrate palliative care services into mainstream medical therapy, and develop comprehensive education curriculum in palliative care.
Specializes in social services; individual, family and group treatment models; and community resources for children with chronic and terminal illnesses and for adult cancer patients. Provides comprehensive psychosocial support programs and clinical consultation service to maximize patient/family coping abilities, protocol compliance, and continuity of care.
Pharmaceutical Procurement and Control Section - HNJ655

Determines the pharmaceutical needs of the Department. Procures drugs, chemicals, and supplies; exercises quality control of drugs dispensed, bulk compounds, and prepackaged drugs.
Pharmacy Department - HNJ65

(1) Provides pharmaceutical services and drug therapy consultation for Clinical Center patients; (2) conducts a program of pharmaceutical research; and (3) maintains control over investigational drugs.
Phlebotomy Service - HNJ635

The Phlebotomy Service of the Clinical Pathology Department is responsible for the collection of specimens from the patients in the Clinical Center and from the outpatient clinics, the accessioning of the specimens into the hospital computer system and the processing, centrifugation and preparation of blood prior to laboratory testing.
Physical Medicine Section - HNJ667

Provides clinical care and treatment planning for patients referred for PM&R services. Participates in independent, collaborative and supportive research.
Physical Therapy Section - HNJ663

Provides diagnostic and therapeutic treatment to patients to restore or maintain sensory motor abilities and skills as well as to promote cognitive, effective and psychomotor behaviors. Participates in independent and collaborative research.
Protocol Services Section - NJ6E7

Serves as central clearinghouse, repository and control for all NIH intramural clinical research studies (protocols) approved for implementation in the CC.
The Radiopharmaceutical Research Section evaluates and develops new potential radiopharmaceuticals for clinical applications. New or improved methods of labeling radiopharmaceuticals are developed including radiolabeling of biological compounds, and other disease- or tissue-specific compounds. This Section also performs preclinical testing in *in vitro* model systems and in animals, and develops and oversees all FDA IND-level research for new radiopharmaceuticals.
Record Management Section - HNJ6E3

Maintains and controls access to inpatient and outpatient medical records for patient care and research. Files loose medical reports to ensure their security and accessibility. Monitors quality of contract support services. Maintains automated systems for record tracking.
Recreation Therapy Section - HNJ665

Provides evaluation of therapeutic recreation needs and provision of treatment to meet the needs for NIH patients.
Rehabilitation Medicine Department - HNJ66

(1) Provides consultative services to institute patients in physical medicine; (2) provides physical, occupational, and speech therapy for institute patients at the request of referring physicians; (3) provides electrodiagnostic evaluations in selected patients referred by neurology consultants; (4) cooperates and collaborates with institute physicians in clinical research; and (5) initiates clinical research in the fields of rehabilitation and physical medicine.
Research Section - HNJ643

This section has two divisions consisting of human and canine laboratory sections. This section (1) carries out research studies on human specimens from the critically ill patients cared for by the department, i.e. including adult respiratory distress syndrome (ARDS), mechanisms of airway inflammation, cytokine production by lung cells in response to infectious and inflammatory stimuli, mechanisms of lung injury in infectious pneumonia, cardiovascular dysfunction in human septic shock, and AIDS (clinical research), (2) carries out research studies on dogs to compare/correlate with the human septic shock model being examined by the Department.
Scientific Computing Section - NJ1375

The Scientific Computing Section is responsible for the planning and conducting of scientific computing research through the development of patents and cooperative research and development agreements with industry leaders.
Social Work Department - HNJ12D

(1) Provides social work service to institutes conducting clinical investigations; (2) conducts research in social work activities related to patient care.
Speech and Language Pathology Section - HNJ664

Provides diagnostic and therapeutic treatment to patients with communication dysfunction in cognition or deglutition to improve verbal, nonverbal or oral sensorimotor functions. Investigates methods for improving treatment through ultrasound fluorographic evaluation techniques. Participates in independent and collaborative research.
Spiritual Ministry Department - HNJ12E

(1) Provides spiritual ministry to Clinical Center patients and their families; (2) holds religious services in the Clinical Center; (3) acts as liaison with religious groups not represented by the staff chaplains; (4) conducts research and training programs in hospital ministry.
Storage and Distribution Section - HNJ12B4

Staff is responsible for the receipt and issues of all equipment and supplies, including subsistence and forms. Packs and ships all outgoing shipments, excluding patient drug mailouts. Provides clean and safe storage of all items maintained in warehouse stock. Coordinates movement of furniture and equipment.
Surgical Services Section - HNJ623

Provides nursing and technical personnel throughout the surgical process to facilitate patient-centered research in support of Institute protocols.
Transfusion Medicine Department - HNJ67

(1) Supplies all blood and perishable blood products for human transfusion at the Clinical Center; (2) collects, separates, and preserves normal and abnormal blood and blood fractions; (3) performs and interprets serological and chemical tests for the identity and significance of blood group antigens and antibodies; (4) performs therapeutic phlebotomy and apheresis; (5) supplies blood components for research purposes; (6) develops new techniques for the preparation of blood products for laboratory assay and human use; (7) evaluates procedures and products in clinical transfusion; and (8) collaborates as requested in problems of clinical investigation.
Clinic 8 Infectious Disease - HNJ32B

This is an HIV seropositive outpatient clinic. Provides nursing care for patients undergoing diagnostic evaluation and therapeutic interventions while participating in clinical research studies by the National Institute Allergy and Infectious Diseases.
Office of Patient Recruitment- HNJ12J

(1) Supports research by assisting the Institutes in accruing research participants by providing study information, conducting preliminary screening for studies, developing and implementing protocol-specific recruitment plans, and processing compensations for healthy volunteers and patients; (2) develops, implements, and evaluates effective outreach activities to increase public awareness of the Clinical Center and promote understanding of clinical research; (3) develops processes that improve accessibility to clinical research information and streamlines the patient referral process.
Contracts Section 1 - HNJ1392

(1) Directs a centralized contracting branch serving various departments of the Clinical Center; (2) provides advice and assistance to the management of those departments on acquisition planning with responsibility for solicitation, evaluation, negotiation, award, contract administration, and contract closeout, and (3) is responsible for implementing Federal, Departmental, NIH and local acquisition laws, regulations, policies and procedures in the accomplishment of the Clinical Center's acquisition support activity.
Contracts Section 2 - HNJ1393

(1) Directs a centralized contracting branch serving various departments of the Clinical Center; (2) provides advice and assistance to the management of those departments on acquisition planning with responsibility for solicitation, evaluation, negotiation, award, contract administration, and contract closeout, and (3) is responsible for implementing Federal, Departmental, NIH and local acquisition laws, regulations, policies and procedures in the accomplishment of the Clinical Center's acquisition support activity.
Department of Bioethics - HNJ4

Provides (1) clinical ethics consultation; (2) educational programs in bioethics; (3) evaluation and review of the ethical aspects of research involving human subjects; and (4) the conduct of research on ethical issues.
Patient Support Services Department- HNJ12H

Provides patient support services in support of the research programs conducted at the NIH Clinical Center; (2) provides patient access education and training for members of the research teams and administrative staff; and (3) provides quality assurance monitoring and reporting.
Chief of Patient Support Services Department - HNJ12H2

Directs and coordinates the activities of the functional areas responsible for (1) outpatient registration and inpatient admissions for all research participants; (2) patient transportation (ambulance and taxi); (3) patient travel services (4) patient travel reimbursement; (5) patient lodging; (6) patient appointment scheduling; (7) outpatient clinic administrative support; (8) patient access education and training for members of research teams and administrative staff; (9) quality assurance monitoring, report generation and analysis, and performance improvement activities.
Biomedical Translational Research Information System - HNJ18

(1) Responsible for the development and management of the NIH Clinical Research Data Repository (CRIS II), which houses all of the clinical research information from the intramural research program; and (2) in conjunction with the National Library of Medicine, serves as the locus for an intramural medical informatics training program.
Investigational Drug Management and Research Section - HNJ654

(1) Registers, controls, formulates, develops and assays investigational drugs; (2) conducts in vitro and in vivo drug analysis and sets up single and double-blind studies; (3) maintains disposition records; and (4) provides investigational drug information to the professional staff.
Department of Clinical Research Informatics – HNJ138

Responsible for the appropriate use of information technology to enhance research productivity, clinical care, and hospital management.
Positron Emission Tomography Department – HNJ6F

(1) Produces cyclotron-generated, positron-emitting radionuclides and radiopharmaceuticals for PET imaging. (2) Performs PET imaging for clinical research patients and for research studies in animals. (3) Carries out projects to maintain and enhance the capabilities of the Department’s cyclotron, radiochemistry, and imaging resources. (4) Conducts research in PET imaging methodology and applications in collaboration with IRP investigators.
Cyclotron Section – HNJ6F2

(1) Operates the Department’s cyclotrons to produce positron-emitting radionuclides for incorporation into PET radiopharmaceuticals, and to produce other, non-PET radionuclides. (2) Performs routine maintenance and repairs for cyclotron equipment and targetry. (3) Develops improvements to the cyclotron facility to meet new needs or enhance productivity and reliability.
Radiochemistry Production Section – HNJ6F3

(1) Manufactures positron-emitting radiopharmaceuticals for PET imaging for clinical research patients and for research studies in animals. (2) Develops and/or implements methods for the production of PET radiopharmaceuticals.
PET Imaging Section – HNJ6F4

(1) Operates the PET Department’s scanners and ancillary equipment to perform PET imaging for clinical research patients and for research studies in animals. (2) Conducts research in PET imaging methodology and applications in collaboration with IRP investigators.
Physics and Modeling Section – HNJ6F5

(1) Performs quality control and routine maintenance of the PET Department’s scanners and ancillary equipment. (2) Maintains the PET Department’s computer hardware, software and image processing infrastructure. (3) Carries out development projects involving PET imaging equipment, computers and software to enhance the clinical research support activities of the PET Dept. (4) Conducts research in PET imaging methodology in collaboration with IRP investigators.
Internal Medicine Consult Service – HNJ6J

(1) Provides consultations that are requested by research teams from many institutes at NIH. (2) Performs thorough medical evaluations on research subjects enrolled in a wide spectrum of protocols and the research subjects often present with a wide variety of medical problems that may or may not be related to the study illness. (3) Provides diagnostic and/or therapeutic intervention within the context of the research protocol. (4) Provides expertise to evaluate and provide optimum clinical care for these problems.
Pediatric Consult Service – HNJ6K

(1) Specializes in congenital adrenal hyperplasia with specific concerns with the physical, mental, and social health of children and adults; and (2) encompasses a broad spectrum of health services ranging from preventive health care to the diagnosis and treatment of acute and chronic diseases.
Animal Program – HNJ6L

(1) Responsible for the overall management of the care and utilization of experimental animals, the quality operation of its laboratory animal facilities and for providing services required in all phases of animal protocols conducted by the intramural staff. (2) Has knowledge of the Biological Sciences, pertaining to animal experimentation, care and health surveillance; (3) applies in-depth understanding of the purposes, procedures and needs of animal protocols; and (4) interprets, applies, and evaluates the effective implementation of the Association of Assessment and Accreditation of Laboratory Animal Care (AAALAC) guidelines in the management of CC animal facilities.
Hospital Epidemiology Service – HNJ6M

(1) Develops, implements, and assesses the efficacy of infection prevention programs in the Clinical Center, including staff, patient and visitor education, outbreak investigations, review of departmental policies and procedures, infection control consultation, and collaboration with the Occupational Medicine Service. (2) Uses microbial and syndromic surveillance data, as well as feedback from the Occurrence Reporting System, to assess infection control-related performance and improve the safety of patients, visitors, and staff.
Biostatistics Services and Clinical Epidemiology Services – HNJ6N

(1) Provides technical consultation and leadership on the statistical aspect of a broad range of complex medical activities, including clinical, laboratory and epidemiological research; (2) initiates, formulates, plans and executes statistical components of research studies; and (3) collaborates with other scientists on the selection of appropriate study design, statistical analysis, interpretation of study results, and writing/presentation of findings.
Office of the Chief Executive Officer (OCEO) – HNJ

Provides leadership and direction to the Clinical Center programs of patient care, hospital operations, training programs, and support services.
Office of the Chief for Support Operations and Administration (OCSOA) - HNJ12

Provides leadership and direction to the administrative and strategic management of the operational programs supporting patient services in the Clinical Center.
(1) Plans, directs, and implements a comprehensive ethics program in accordance with the requirements established by the Office of Government Ethics, the Department of Health and Human Services, and the National Institutes of Health; (2) provides advice and counsel to managers, supervisors, and employees on the statutes, regulations, and policies conflict of interest, standards of conduct, representational activities, post-employment activities, and other ethics-related issues; (3) manages and administers the public and confidential financial disclosure reporting system, reviews and certifies reports for substantive conflicts of interest or other violations of ethics rules, and implements remedies for identified conflicts; (4) reviews, recommends, and/or approves outside activity requests by employees for conformance with statutes, regulations, and policies and reviews and approves the annual report of outside activities by employees; (5) renders determinations under the Standards of Ethical Conduct with respect to awards, honorary degrees, prohibited gifts, conflicts of interest, impartiality, and other matters requiring a disposition by the agency ethics official; (6) administers procurement integrity ethics provisions, including any and all procurement integrity advisory opinions; (7) provides ethics clearance for sponsored travel reimbursement authorities; (8) assesses information provided by employees or others to ascertain the application of conflict of interest statutes, regulations, and policies and resolves actual or potential conflicts or the appearance of a loss of impartiality; (9) manages the ethics training program for new employees and current employees in accordance with Office of Government Ethics regulations and/or NIH specific policies; provides ethics reports to the NIH, Congress, and others; and enforces ethics laws, standards of ethical conduct, and related provisions through criminal referrals and/or administrative sanctions.
Office of Communications and Relations (OCMR) HNJ1B

(1) Directs and implements a broad range of internal and external communications about the Clinical Center programs and accomplishments including media relations, community relations and public information; (2) serves as the central point of contact for the general public and the CC; and (3) advises executive and clinical staff on effective communication strategies.
Office of the Chief for Educational Affairs and Strategic Partnerships - HNJ17

Provides leadership and direction of the clinical research educational programs in the NIH Clinical Center as well as clinical training programs and new partnerships with extramural investigators.
Office of the Chief Medical Officer (OCMO) - HNJ6

Provides leadership and direction to the administrative and strategic management of the patient care services in the Clinical Center.
Radiology and Imaging Sciences (RAD&IS) - HNJ6R

Provides leadership and direction to the administrative and strategic management of patient care services in the area of radiology and imaging sciences in the Clinical Center.