

# **GENERAL DYNAMICS**

## Information Technology

# **CONSUMER REVIEWER NOMINATION FORM**

### **Instructions**

To complete and print this fillable form, you will need to use the latest version of Adobe Acrobat® Reader®.

Acrobat Reader is available for free and can be downloaded from the following website: <https://www.adobe.com>

1. Download this form and save it to your computer, giving it a name you will recognize. Do not attempt to complete the form while it is opened in your browser. If you don't save it to your computer first, any data you input will be lost.
2. Locate the saved file on your computer, and open it in Acrobat Reader.
3. Complete the fillable form in Acrobat Reader, independent from your browser.
4. Be sure to save the document when it's completed!
5. Once the final document is saved to your computer, it's ready to be attached to your nomination packet submission email.

**Only electronic versions of the nomination form are acceptable.**

## Program Eligibility

The Congressionally Directed Medical Research Programs (CDMRP) welcomes patients, survivors, family members, and advocates to play a pivotal role in the future of biomedical research funding. To transform healthcare for our service members and the American public, the CDMRP looks to those who have the most experience, who understand the effects of a disease, an injury, or a condition - the individuals (consumers) living with breast cancer, orthopedic injury, Parkinson's disease, etc. By integrating patients, survivors, family members, and/or caretakers into the scientific review process, the CDMRP is able to enrich the scientific review with personal perspective, passion, and a sense of urgency that ensures the human dimension is incorporated in the research focus.

**To be considered to serve as a consumer reviewer on a CDMRP peer review panel, you are *required* meet the following criteria:**

- Be living with the disease/injury/condition or be a family member or caregiver of a person living with a disease/injury/condition associated with a funded program
- Meet the program-specific consumer eligibility requirements found on the CDMRP website: [https://cdmrp.health.mil/cwg/program\\_requirements](https://cdmrp.health.mil/cwg/program_requirements)
- Be nominated by an advocacy organization based upon your active participation in advocacy, outreach, or educational activities
- Have at least a high school education or its equivalent (higher education is not required); be fluent in reading, speaking, and writing in English
- Be proficient in basic computer functions and web browser functions, and have an enabled camera and audio tools on your computer for video conferencing
- Be interested in expanding your scientific knowledge about your disease/injury or condition
- Be dedicated to representing the views of the entire affected community, not just representing your personal perspective
- Be able to travel for in-person peer review meetings usually for a 2 to 3-day duration including travel days, or if peer review is held as a video conference meeting, be available for up to 8 hours of each of the meeting days

**General Dynamics Information Technology (GDIT)** has been contracted by the Department of Defense since 1995 to recruit service members, veterans, medical practitioners, and the general public to serve as “consumer reviewers” on peer review panels reviewing biomedical research grant applications.

GDIT supports the **CDMRP**, which funds biomedical research grants, but does not itself perform research. GDIT’s role in the peer review process is to recruit panels with the requisite expertise, oversee premeeting critiques, facilitate the meeting, and deliver scores and summary statements for consideration at the next tier of the CDMRP’s review process.

Consumer reviewers act as **lay** experts on their disease, injury, or condition, bringing their lived experience and perspectives to the evaluation of research grant applications. Consumer reviewers provide crucial input to the panel, serving alongside scientific and medical experts to represent those most directly affected by the disease, injury, or condition being addressed. Consumer reviewers help to ensure that grant applications selected for funding have the greatest potential impact for our service members, veterans, and the American public.

Consumer reviewer selection is a **multistep process**. The selection process includes submission of this electronic nomination form, a current resume, and a written recommendation from an advocacy organization familiar with your advocacy work. Once these items are received, a telephone interview will be conducted with GDIT staff.

The number of consumers required each year is dependent upon the number of research applications received; participation cannot be guaranteed. Once you are approved to serve, whether you are assigned **this year** or not, your name will remain on our consumer listing, and you will be contacted each year to determine your availability to serve.

Individuals selected to serve are engaged by GDIT as paid “consultants” and are subject to panel member nondisclosure and confidentiality agreements. All questions about assignment payments, etc., are handled by GDIT.

Please contact the GDIT staff listed at the end of this form if you have questions about the nomination form.

## NOMINEE INFORMATION

Last Name:		First Name:		M.I.:	
Primary Email Address:					
Preferred Phone:		Secondary Phone:			
Address:					
City:		State:		Zip Code:	
Highest Level of Education Attained:	Current Occupation:				
Ethnicity:		Race:		Year of Birth:	
If Military, which branch?					
Rank:		Military Service:			
Consumer qualified program/disease/condition/topic name:					
Are you a survivor/patient? Yes      No					
Are you a family member or a caregiver of a survivor/patient? Yes      No					

## NOMINATING ORGANIZATION INFORMATION

Nominating Organization:					
Nominator's Name:		Title:			
Primary Email Address:					
Preferred Phone:		Secondary Phone:			
Address:					
City:		State:		Zip Code:	

## PERSONAL STATEMENT

A. Please provide a brief overview of your journey with your disease, injury, and/or condition, including diagnosis date(s), and indicate if you are currently receiving treatment and type of treatment(s).

B. Describe your activities as an advocate/volunteer with the advocacy organization that nominated you. If you are involved in other related organizations, please detail your involvement with those organizations.

- C. How would you represent others with this disease, injury, or condition and serve as a voice for the larger community?
- D. How do you keep abreast of and educated about advances in science and in the progress in treatments for your condition/disease?
- E. If you **have** served in any type of application/technical review capacity, please list below. How would that experience lend itself to a scientific review panel?

If you **have not** served in any type of application/technical review capacity, what interests you in serving on these scientific review panels?

- F. You are expected to comment on scientific applications that may contain unfamiliar and/or scientific theory, for example, *cell biology*, *molecular biology*, or *pathobiology*. How will you prepare?

G. What if the research in the application challenges your ideas, values, and/or beliefs? For example, would you be comfortable reviewing research that involves animal or human studies, stemcell research, etc.?

H. If you have been named as a consumer/patient advocate/lived experience individual on any research application, proposal, or research team, please provide the name of the researcher/organization, date of participation, and an explanation of your role.

## Submission Instructions

**Directions: A completed packet comprises 3 items:**

- 1. Completed electronic nomination form**
- 2. Current resume**
- 3. Letter of nomination**

A letter of nomination from your advocacy organization is required to complete your nomination packet. The letter of nomination must be on letterhead and written by staff familiar with your service.

Please identify if your letter will be:

*GDIT employees are not responsible for notifying nominees if packets are incomplete or missing attachments. It is the nominee's responsibility to ensure all attachments are submitted.*

You will be notified by email when a completed packet is received. GDIT will process packets as received, and staff will contact you to arrange a telephone interview. Time between receipt of packet and contact by a GDIT employee can be up to 4 weeks.

**Send all documents via email, as attachments to:**

Elena.Joos@GDIT.com

If you have any questions, please contact Elena Joos, Consumer Reviewer Administrator at  
301-835-4051

**GDIT**