Office of Intramural
TRAINING & EDUCATION
NATIONAL INSTITUTES OF HEALTH

NIH SUMMER HANDBOOK

NATIONAL INSTITUTES OF HEALTH

Office of Intramural Training & Education
www.training.nih.gov

OFFICE OF INTRAMURAL TRAINING & EDUCATION ▪ 2 CENTER DRIVE ▪ BUILDING 2, SECOND FLOOR ▪ BETHESDA, MD 20892-0240 ▪ 301 496 2427
The NIH is dedicated to building a diverse community in its training and employment programs.

Office of Intramural Training & Education
Office of Intramural Research
Office of the Director
National Institutes of Health
U.S. Department of Health and Human Services

May 2010

A Message to All Summer Research Program Participants:

On behalf of all the members of our scientific community, I would like to welcome you to the National Institutes of Health (NIH). It is my sincere hope that your experience with us this summer will enhance your knowledge, understanding, and appreciation of the world of biomedical research and will contribute to the development of your academic and career goals. Over the years, participation in this program has motivated many individuals like you to pursue careers in the biomedical sciences.

While you will undoubtedly be spending most of your time this summer in the laboratory, I highly encourage you to take advantage of the many special opportunities we have to offer. The NIH Office of Intramural Training & Education has organized several activities designed to enrich your summer experience. One of these is the very popular Summer Lecture Series. At these lectures, leading NIH scientists will discuss their current research in presentations designed just for you. Be sure to arrive early to get a seat.

Poster Day 2010, another special event, held this year on August 5th, provides you the opportunity to present your summer research findings to the broader NIH scientific community. I encourage all summer students to take part in this NIH-wide event, which recognized the work of more than 775 students in 2009. You will find a description of the registration procedure and guidelines for creating a poster in this handbook.

You are likely to notice, through the Lecture Series, Poster Day, or your discussions with other summer interns, that NIH investigators use a wide array of techniques and approaches. This reflects the NIH conviction that, in the twenty-first century, important biomedical problems will be solved by combining the knowledge and skills of engineers, mathematicians, chemists, pharmaceutical scientists, physicists, and experts in computer science and bioinformatics, as well as biologists. Working in teams, investigators with diverse scientific, educational, and cultural backgrounds represent the key to the progress on which our nation's health depends.

We expect you to complete laboratory and radiation safety courses that teach valuable skills and ensure that your summer with us will be a safe one. We will also be offering Orientation Sessions that will help you hit the ground running. Finally, I highly recommend that you take advantage of OITE workshops and lunchtime talks that will assist you with planning your career.

Congratulations on your selection for an internship and best wishes for a rewarding summer at the NIH!

Sincerely yours,

Michael M. Gottesman, MD
Deputy Director for Intramural Research
National Institutes of Health

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Building 1 at the National Institutes of Health main campus

2010 SUMMER LECTURE SERIES

June 15
Preventing Cancer through Vaccination: the HPV Story
John Schiller, PhD
Laboratory of Cellular Oncology
National Cancer Institute

June 29
New Frontiers in Traumatic Brain Injury: Evaluation and Treatment
Leighton Chan, MD, MPH
Department of Rehabilitation Medicine
NIH Clinical Center

July 13
Childhood Autism
Susan E. Swedo, MD
Pediatric and Developmental Neuroscience Branch
National Institute of Mental Health

July 27
The Environment and Autoimmunity
Frederick W. Miller, MD, PhD
Environmental Autoimmunity Group
National Institute of Environmental Health Sciences

All lectures will be held from 12:00 to 1:00 pm in Lipsett Amphitheater, Building 10. Sign language interpretation is available upon request. Individuals who require this or other accommodations should call the NIH Office of Intramural Training & Education at 301.496.2427.

OITE — THE OFFICE OF INTRAMURAL TRAINING & EDUCATION

The Office of Intramural Training & Education is responsible for ensuring that your experience in the NIH Intramural Research Program is as rewarding as possible. We are here to help all NIH trainees become creative leaders in the biomedical research community, but you must take the initiative to make the most of your time at the NIH. You need to make certain that, when you leave the NIH, you take with you the technical, communication, problem-solving, and interpersonal skills you will need as you move forward in your career.

Research should be your highest priority while you are at the NIH. OITE aims to ensure that you also take part in relevant career development activities, learn all you can from the scientific staff at the NIH and your fellow trainees, and have a good time. In addition, OITE staff members are available to help you resolve any problems that might arise during your time at the NIH.

Specifically, we encourage you to

- take part in an orientation session when you arrive at the NIH to make certain you get off to a good start;
- subscribe to electronic mailing lists to become aware of activities;
- visit the OITE Web site, http://www.training.nih.gov, regularly to check for new opportunities;
- stop in at the OITE Open Office for refreshments and to talk with OITE staff members and other trainees;
- participate in career and professional development workshops;
- make use of the OITE Career Library;
- attend the Summer Lecture Series, presented by some of the most respected investigators at the NIH;
- share your research with the NIH community at Summer Poster Day
- explore and contribute to the community around you; and
- sign up with our new Career Services Center for pre-professional and graduate school advising.

OITE programs complement the training activities of the NIH Institutes and Centers (ICs). OITE is located on the second floor of Building 2. We maintain an open-door policy and encourage you to drop by anytime.

WHO'S WHO IN THE OITE?

The OITE encompasses several biomedical research training programs: the Postbaccalaureate and Summer Research Program (PSRP), the Graduate Partnerships Program (GPP), and the Office of Postdoctoral Services (OPS).

Sharon L. Milgram, PhD
Director
Office of Intramural Training & Education
301.594.2053
milgrams@od.nih.gov

Patricia M. Sokolove, PhD
Deputy Director
Office of Intramural Training & Education
301.402.3889
sokolovp@mail.nih.gov

Erika L. Barr, PhD
Special Projects Coordinator
Office of Intramural Training & Education
301.451.2164
barrel@mail.nih.gov

Postbaccalaureate and Summer Research Program (PSRP) Staff

Debbie Cohen, MS
Director
Postbac and Summer Program Services
Postbac IRTA Committee Advisor
301.402.1907
cohend@mail.nih.gov

Darryl Murray, PhD
Director
Undergraduate Scholarship Program (UGSP)
301.594.2222
murrayda@mail.nih.gov

Yolanda Mock Hawkins, PhD
Director
NIH Academy
301.435.8014
mocky@mail.nih.gov

Lizette Hutchins
Program Analyst
UGSP
301.443.8215
hutchinsl@mail.nih.gov

William Higgins, PhD
Pre-professional Adviser
OITE Career Services Center
higginsw@mail.nih.gov

Toni Fields
Program Analyst
UGSP
301.496.2555
fieldst@mail.nih.gov

SUMMER ORIENTATION: GETTING WHAT YOU CAME FOR!

Your research project should be your number one priority, but there is much more to discover in the summer program. Join the staff of the Office of Intramural Training & Education for tips on making the most of your time at the NIH.

Summer Research Program Orientation **for new students** will take place on the following dates:

June 4	10:00 am – 12:00 pm	Bldg. 1, Wilson Hall
June 14	3:00 – 5:00 pm	Bldg. 1, Wilson Hall
June 30	3:00 – 5:00 pm	Bldg. 50, Room 1227

If you have worked at the NIH previously, plan to attend the separate Summer Orientation for **returning students** on June 23 from 3:00 - 4:30 pm in Building 50, Room 1227.

USING THE SUMMER HANDBOOK

This handbook is a useful guide to the summer experience as it plays out on the main NIH campus in Bethesda. General topics will apply to all summer students, but if you are not working at the main campus, some details may differ. For example, safety training in North Carolina will be arranged by the NIEHS, and parking arrangements are campus-specific. Use the sections in this handbook as a guide to the issues you should investigate regardless of your location. OITE staff members will be visiting trainees at all locations and are available to answer your questions.

Please direct comments for improving this handbook to Debbie Cohen at cohend@mail.nih.gov.

OITE WEB SITE

The OITE Web site, www.training.nih.gov, can provide you with valuable information during your stay at the NIH. You will find a Virtual Career Center under the "Careers" link. Notices of important events are posted on the homepage under "What's New" and "For Current Trainees." You will also use this site to register for career development activities and complete program evaluations.

THE CAREER SERVICES CENTER

The OITE Career Services Center was established in 2007 to serve all trainees in the NIH intramural community. Our goal is to ensure that NIH trainees are aware of the many jobs available, both at and away from the bench, and to provide the resources to help them identify and pursue good individual career options. Our career counselors run workshops, lead small group discussions, and schedule individual appointments available to all trainees. These are designed to assist trainees in self-assessment, career exploration, goal setting, and finding positions. Staffing includes

- a pre-professional advisor, who can talk with you about the decision to go to graduate or medical school, choosing schools and programs, strategies for taking the MCAT or GRE successfully, filling in gaps in your credentials, writing personal statements, and interviewing;
- career counselors, who can assist you with figuring out "what you want to be when you grow up" by analyzing your strengths, weaknesses, and values; help you write resumes and CVs; and coach you through the job search process; and
- counselors who can aid you in developing a more assertive presence, dealing with interpersonal conflicts that might arise in the lab, managing time and stress, and more personal issues.

To schedule one-on-one appointments with these individuals please send an e-mail to OITE-Careers@od.nih.gov. If you are in or near Bethesda, your appointments will be in Building 2 on the main campus. If you are at another NIH location, the counselors/advisors will come to you or we will arrange phone interviews. Keep your eyes open for announcements.

Efforts of the Career Services Center staff are supplemented by the OITE Career Library, which is housed on the second floor of Building 2 in Bethesda. Career Libraries are also located in Baltimore in the Biomedical Research Center (BRC), Room 04B409B, and Frederick in the Science Library, Building 549.

GETTING OFF TO A GOOD START: SETTLING IN TO YOUR NEW LAB/OFFICE

Fitting comfortably into your lab or group, figuring out how things are done, and developing good relationships with your coworkers should be your first priorities. Each research unit has its own ways of doing things. You will have to determine for yourself what the unwritten "rules" are for yours. What hours do most people work? Is there a laboratory standard for maintaining lab notebooks? When and where are lab meetings held? Are reagents shared? If so, what is the system for ensuring that stocks are replaced when they get low? What training courses do you need to complete? What computer programs are used in the lab? What is the dress code? How much chatting goes on? Are iPods and cell phones in use?

You can learn some things by being a careful observer. Others you will have to ask about explicitly. In all cases, be courteous and enthusiastic. Write down any and all directions. Make certain to do more than your share to keep the lab running smoothly.

IF PROBLEMS ARISE

Where there are people, there is conflict. Some conflicts are minor irritations forgotten after a short walk or a few hours away from lab. Others are more serious, requiring you to talk to and negotiate outcomes with your lab mates and/or mentor. We hope that the conflict and tensions you experience in your lab will be minor and that you view them as opportunities to improve your interpersonal skills. However, even with the best of intentions, some lab dynamics are poor; you may find yourself embroiled in serious or complicated situations. *Remember*: **You are not alone!** There are resources to help you deal with any interpersonal issues that may arise.

If you are experiencing conflict with someone in your lab, speak with him or her directly. If that does not resolve the issue, speak with your Principal Investigator (PI). If you are not comfortable doing that, or if the situation is not easily resolved, seek advice from other mentors (i.e., your training director, OITE staff, other colleagues) who can help you consider the issues from different perspectives as you attempt a reasonable resolution. If you have concerns about your interactions with your PI, it is important to talk with someone you trust. Hopefully you will have developed relationships with your training director or with more senior students or postdocs in the lab. Also, feel free to contact Drs. Milgram or Sokolove to confidentially discuss any issues that develop.

Some reasons to immediately contact the training director in your IC, or Drs. Milgram or Sokolove in the OITE, include issues of possible scientific misconduct, harassment of any type, and safety concerns. If we are not able to assist you, we will help you access other campus resources, such as the Office of the Ombudsman and the Employee Assistance Program, that can help.

WHAT IS THE NIH?

Founded in 1887, the National Institutes of Health is one of the world's foremost medical research centers and the Federal focal point for medical research in the United States. NIH is the steward of medical and behavioral research for the Nation. Its mission is the pursuit of fundamental knowledge about the nature and behavior of living systems and the application of that knowledge to extend healthy life and reduce the burdens of illness and disability.

The goals of the NIH are to

- drive fundamental discoveries, innovative research strategies, and their applications as a basis to advance the Nation's capacity to protect and improve health.
- develop, maintain, and renew scientific human and physical resources that will assure the Nation's capability to prevent disease.
- expand the knowledge base in medical and associated sciences in order to enhance the Nation's economic well-being and ensure a continued high return on the public investment in research.
- promote the highest level of scientific integrity, public accountability, and social responsibility in the conduct of science.

In realizing these goals, the NIH provides leadership and direction to programs designed to improve the health of the Nation by conducting and supporting research in the

- causes, diagnosis, prevention, and cure of human diseases.
- processes of human growth and development.
- biological effects of environmental contaminants.
- understanding of mental, addictive, and physical disorders.
- collection, dissemination, and exchange of information in medicine and health.

INSTITUTES AND CENTERS (ICS) OF THE NIH

The NIH is one of the eleven agencies of the U.S. Department of Health and Human Services (DHHS), along with the Food and Drug Administration (FDA), the Centers for Disease Control and Prevention (CDC), and the Centers for Medicare and Medicaid Services (CMS). The NIH is composed of 27 separate **Institutes** and **Centers** (ICs) and the Office of the Director (OD). Each IC has its own mission of supporting biomedical research and training, in the **intramural** (here at the NIH) and/or **extramural** (at universities and research institutes worldwide) research communities. All but three ICs receive their funding directly from Congress and administer their own budgets. The 27 ICs are listed below. Those shown in bold type participate in the Intramural Research Program.

CC	NIH Clinical Center
CIT	Center for Information Technology
CSR	Center for Scientific Review
FIC	John E. Fogarty International Center
NCCAM	National Center for Complementary and Alternative Medicine
NCI	National Cancer Institute
NCMHD	National Center on Minority Health and Health Disparities
NCRR	National Center for Research Resources
NEI	National Eye Institute
NHGRI	National Human Genome Research Institute
NHLBI	National Heart, Lung, and Blood Institute
NIA	National Institute on Aging
NIAAA	National Institute on Alcohol Abuse and Alcoholism
NIAID	National Institute of Allergy and Infectious Diseases
NIAMS	National Institute of Arthritis and Musculoskeletal and Skin Diseases
NIBIB	National Institute of Biomedical Imaging and Bioengineering
NICHD	Eunice Kennedy Shriver National Institute of Child Health and Human Development
NIDA	National Institute on Drug Abuse
NIDCD	National Institute on Deafness and Other Communication Disorders
NIDCR	National Institute of Dental and Craniofacial Research
NIDDK	National Institute of Diabetes and Digestive and Kidney Diseases
NIEHS	National Institute of Environmental Health Sciences
NIGMS	National Institute of General Medical Sciences
NIMH	National Institute of Mental Health
NINDS	National Institute of Neurological Disorders and Stroke
NINR	National Institute of Nursing Research
NLM	National Library of Medicine
OD	Office of the Director

ACRONYMS

The previous list of IC names should have convinced you that we at NIH speak in acronyms; here is a list of other common abbreviations to help you communicate in your new surroundings.

ACUC	Animal Care and Use Committee
AO	Administrative Officer
CAN	Common Accounting Number
CV	Curriculum Vitae
DDIR	Deputy Director for Intramural Research
EAP	Employee Assistance Program
EEO	Equal Employment Opportunity
FAES	Foundation for Advanced Education in the Sciences
FNIH	Foundation for NIH
FTE	Full-Time Equivalent
FY	Fiscal Year
IC	Institute/Center
IRTA	Intramural Research Training Award
NED	NIH Enterprise Directory
NRC	National Research Council
NSF	National Science Foundation
OEO	Office of Equal Opportunity
OHRM	Office of Human Resource Management
OHSR	Office of Human Subjects Research
OIR	Office of Intramural Research, OD, NIH
OMS	Occupational Medical Service
OPM	Office of Personnel Management
ORS	Office of Research Services
ORWH	Office of Research on Women's Health
PI	Principal Investigator
SD	Scientific Director
SEEP	Student Educational Employment Program
TSP	Thrift Savings Plan
VF	Visiting Fellow

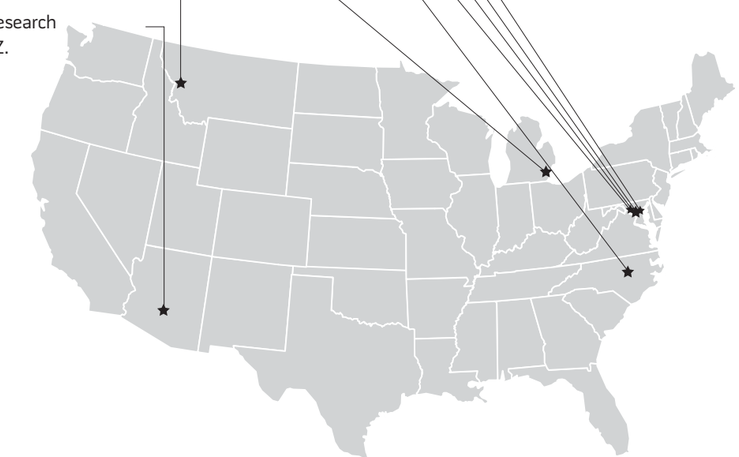
For a comprehensive list, see: http://www.nih.gov/employee/acronym.html/.

NIH CAMPUSES

The main NIH campus is located in Bethesda, Maryland, just 10 miles from the center of Washington, DC. Important offices located on the Bethesda campus include the Office of the Director, the Office of Intramural Research, and the Office of Intramural Training & Education, which oversees training. A large number of research facilities, offices, and institutional resources are spread across more than 300 acres in over 75 buildings on the Bethesda campus.

Many NIH scientists conduct their research in laboratories located on the main campus in Bethesda, but others work on NIH campuses across the country. Other NIH facilities where students may train include

- the NIA and NIDA in the Biomedical Research Center, in Baltimore, MD;
- the Twinbrook Cluster and Executive Plaza in Rockville, MD, less than 5 miles from the NIH Bethesda campus;
- NCI Frederick Cancer Research and Development Center (FCRDC) at Fort Detrick in Frederick, MD;
- the NIH Animal Center in Poolesville, MD
- the NIEHS facility in Research Triangle Park (RTP), North Carolina;
- the Rocky Mountain Laboratories of the NIAID in Hamilton, MT;
- the Perinatology Research Branch of the Eunice Kennedy Shriver NICHD in Detroit, MI; and
- the Phoenix Epidemiology and Clinical Research Branch (PECRB) of NIDDK in Phoenix, AZ.



UNDERSTANDING INSTITUTE/CENTER ORGANIZATION AND ADMINISTRATION

The organizational structure of the NIH is both similar to and different from that of most universities. Universities are typically organized around schools and colleges (e.g., School of Medicine, School of Public Health) that are subdivided into departments and units. The NIH consists of Institutes and Centers (ICs), similar to the schools/colleges found in many academic institutions. All NIH faculty have a primary appointment in one IC; this IC provides space, funding, and administrative support for the lab and is the "intellectual home" for all personnel in the lab. Like faculty at universities, NIH faculty can have adjunct/joint appointments in other ICs. In addition, mechanisms to facilitate interaction across ICs have been formalized so that scientists and clinicians with common interests can easily interact and collaborate.

Most IC intramural programs are organized into **laboratories** and **branches**. Originally the distinction was that branches had at least one clinical investigator, while labs contained only basic scientists – this distinction has somewhat fallen by the wayside. Labs and branches are headed by **lab/branch chiefs** (who also run their own labs) and consist of 2 or more **sections** (headed by other senior investigators) and possibly 1 or more **units** (headed by tenure-track or senior investigators, also known as **principal investigators**, PIs). Large labs and branches may include 10 to 12 PIs, but in general a lab or branch consists of 4 to 8 PIs. Each PI is responsible for a group of trainees, technicians, staff scientists, and administrative support personnel. These individuals can provide additional support and resources for trainees; you should make an effort to meet the other scientists, trainees, and support staff in your lab/branch and in your IC.

WHO CONDUCTS BIOMEDICAL RESEARCH AT THE NIH?

Laboratories at the NIH vary greatly in size. A small lab may have only a half dozen staff members, while a large group may include thirty. Regardless of size, fitting in with this team and contributing to its productivity should be one of your major goals. Take the time to consider seriously the best ways for you to interact with your lab mates.

Your laboratory may include individuals from some or all of the following groups.

Principal Investigators: Principal investigators hold a doctoral degree. They can be either tenured or tenure-track investigators. These individuals run their own labs and have the authority to hire all of the remaining groups of scientists.

Staff Scientists: Staff scientists generally hold a doctoral degree. Although they are not principal investigators, they are extremely accomplished scientists. They often fulfill key functions such as managing the laboratory of an extremely busy PI or running a core facility that provides services to many investigators.

Clinical Fellows: Clinical fellows are individuals who hold a professional doctoral degree (e.g., MD or DDS), have recently completed their internships and residencies, and are at the NIH both to provide clinical services and to conduct research.

Postdoctoral Fellows: More than 3600 individuals who have recently received a doctoral degree are continuing their research training at the NIH. They are generally called **Postdoctoral IRTAs** (CRTAs if they are working in the NCI) if they are U.S. citizens or permanent residents and **Visiting Fellows** if they are citizens of another nation. Individuals can spend no more than five years as a postdoctoral fellow at the NIH. In order to stay longer, they must be promoted either to Research Fellow, a move that allows them to remain for an additional three years, or to a permanent position.

Graduate Students: The NIH is the research home for more than 480 graduate students. They complete their coursework at and receive their degrees from their university and conduct all or part of their dissertation research at the NIH.

Medical Students: Medical students who have completed their core electives and who have the permission of their institutions can spend one or two years conducting research at the NIH through the Clinical Research Training Program (CRTP) or the Howard Hughes Medical Institute (HHMI) Research Scholars Program. A total of about eighty students participate in these programs each year. Medical students can also complete clinical electives at the NIH.

Postbac Trainees: A group of more than 700 students who have completed their undergraduate work, postbacs conduct research at the NIH for 1 to 3 years before continuing on to graduate or professional school.

Summer Interns: This group includes you! Each summer about 1200 high school, college, graduate, and professional students spend eight to ten weeks working in the laboratories of the Intramural Research Program. These individuals must be at least sixteen years of age and U.S. citizens or permanent residents.

WELLNESS RESOURCES AT THE NIH

Life in a research lab, and life in general, can be stressful. It is important to find time for yourself and your family, even when balancing work and life seems challenging. There are many resources at the NIH to help you maintain a healthy balance. There are also resources to help you learn stress-management techniques and how to make the most out of challenging situations – in the lab and at home.

Feel free to come by the OITE at any time to discuss issues you are confronting. We are happy to speak with you confidentially regarding lab conflicts, applications to graduate or professional school, career progression, and issues at home that are affecting your work. We may refer you to other NIH resources and when appropriate we will offer to help you speak with your mentors. Realize that a summer research experience will have its challenging moments – trainees who take advantage of all of the resources available to them deal more effectively with these challenges.

Here are some NIH resources that can help you have fun, exercise, and deal with issues and conflicts that may arise.

FITNESS CENTERS
http://www.recgov.org/fitness/fitness.html

NIH fitness centers are run by the NIH Recreation and Welfare (R&W) Association. Services include weight rooms, aerobics, yoga classes, weight watchers, and personal trainers. Centers are located in Building 31C, Room B4 C18, 301.496.8746 and Rockledge I, Room 5070, 301.435.0038. Students are eligible for reduced rates: $30 for 1 month, $40 for 2 months, and $65 for 3 months.

The National Naval Medical Center (NNMC) houses a bowling center. The main gate of the NNMC is across Rockville Pike from the NIH Medical Center Metro Stop. Your NIH badge gives you access to the base. The center is located in Building 56, Stokes Road.

NIH RECREATION & WELFARE ASSOCIATION (R&W)
R&W Office: 301.496.6061
http://www.recgov.org/r&w/r&w.html
The Recreation and Welfare Association (R&W) is an organization designed to provide trainees and employees at NIH with a variety of social, athletic, wellness, educational, and special interest activities. R&W publishes a monthly newsletter describing services on campus and also offers planned excursions and discounted tickets to various activities and events. Additionally, the Association runs the fitness centers and gift shops located throughout campus. To join R&W you must pay an annual membership fee of $7.00.

OCCUPATIONAL MEDICAL SERVICE (OMS)
Building 10, 6C306 301.496.4411
http://dohs.ors.od.nih.gov/oms_main.htm

Occupational Medical Service (OMS) provides NIH employees and trainees with information and occupation-related medical care to help them perform their jobs in a safe and healthy work environment. OMS conducts preplacement evaluations to review job duties, provides work-related immunizations, and enrolls NIH employees in surveillance programs for public health hazards at their work site (for example, noise, animals, and *M. tuberculosis*). OMS provides clinical care for occupational injuries and illnesses and offers administrative assistance with claims for Federal Workers' Compensation benefits.

WHAT IF I GET SICK?

The hospital closest to the NIH is Suburban Hospital, located at 8600 Old Georgetown Road in Bethesda. The main hospital number is 301.896.3100. You can reach the Physician Match information and referral service at 301.896.3939 from 8:30 am to 5:00 pm, Monday through Friday.

How you select a physician will depend on your health insurance. It is best to figure this out before you need medical attention.

Make certain to carry proof of health insurance with you at all times, just in case you need to access emergency health services.

WHAT IF I NEED HELP?
http://dohs.ors.od.nih.gov/eap/eap_numbers.htm

Sometimes things happen: a parent passes away, you suspect a child is being abused, you have been abused, you want help stopping smoking, you are experiencing a mental health crisis. The NIH Employee Assistance Program maintains a list of helpful phone numbers that will connect you with Crisis Centers, smoking cessation centers, and self-help groups.

OTHER NIH RESOURCES

CAFETERIAS
http://does.ors.od.nih.gov/food/dining_locations.htm

- Building 1, Third Floor
- Building 10, Second Floor
- Building 10, First Floor, north entrance to CRC (only soups, wraps, coffee, snacks)
- Building 10, B1-Level
- Building 12B, First Floor
- Building 31, First Floor
- Building 35, First Floor
- Building 38A, B1 Level
- Building 40, First Floor
- Building 45 (Natcher Conference Center), First Floor

CONVENIENCE STORES (R&W SHOPS)
http://recgov.org/r&w/storelocations.htm

The Recreation and Welfare Association (R&W) runs several convenience stores/gift shops located throughout the NIH.

- Building 10, Room B1C06, 301.496.1262
- Clinical Research Center, 1-2582, 301.451.7708
- Building 31, Room B1W30, 301.496.2670
- Executive Plaza South, Room 150C, 301.402.4331
- Rockledge I, Room 4202, 301.435.0043

PROGRAMS, LECTURES, AND WORKSHOPS FOR STUDENTS

NIH LIBRARY ORIENTATION TOURS

Wednesdays, 2:00 – 3:00 pm
June 2 through July 7, 2010
Building 10, Room 1L–25
First floor – South Entrance
301.496.1080
http://nihlibrary.nih.gov

The NIH Library provides print and online resources to support the work of the NIH community as well as an extensive and comprehensive range of scientific, medical, social science, and administrative information and services. Whatever your information needs, the NIH Library staff can support your research requirements and save you time.

The NIH Library provides

- access to 9,000+ full text online journals, 4,000+ online books, 50 databases, 1,000+ Internet resources and a collection of over 60,000 printed books (open stacks)
- document delivery (journal articles, books, book chapters, dissertations, slides, etc.)
- reference and research assistance
- expert literature searches
- translation services
- photocopying
- resource and database training (group or individual)
- NIH Library Bioinformatics Program
- NIH Library Writing Center
- journal and research alert services
- a spacious, redesigned reading room and 2-level library facility with computer and wireless access, comfortable seating, private study carrels and quiet study space
- daily newspapers: *New York Times, Washington Post, USA Today*, and *Wall Street Journal*

Attend a NIH Library Orientation Tour to learn about the special collection of online and in-house resources available to you while you are working at NIH. The orientation tour includes a physical tour of the newly redesigned library facility and features a demonstration of the NIH Library Web site.

Tours for large groups or special arrangements are available on request. To learn more about the scope of services available to you, please contact or visit the NIH Library Information Desk: 301.496.1080 or nihlibrary@nih.gov.

NATIONAL LIBRARY OF MEDICINE TOURS

http://www.nlm.nih.gov

The National Library of Medicine (NLM) is a hub of information that you can take advantage of while performing research at the NIH. Trained librarians can help you sort through thousands of online and print resources to find relevant material that matches your specific interests. The Reading Room offers a quiet space for you to dive into journals and books, which can be reserved online and will be waiting for you when you arrive.

In addition to being the largest medical library in the world, NLM is the source of exciting research that advances the way people understand medicine. Outreach projects, informatics training, magazines, and databases are constantly being updated and made available to the public by the Library. A favorite is the Visible Human Project, a dataset based on one male and one female body. Every millimeter of the donated bodies was CT scanned, and now a detailed digital image of two healthy humans can be used as a reference for studying human anatomy. Take the NLM tour (weekdays except holidays, 1:30 – 2:30 pm; no reservations required) to become acquainted with the facility and see the latest educational exhibit. High-tech and historical, NLM offers lots to explore.

TEST-TAKING STRATEGIES – PREPARING FOR THE MCAT/PREPARING FOR THE GRE

If you are planning to apply to medical school, you will want to come to the two-part series "Applying to Medical School" and "Preparing for the MCAT." If you are planning to take the GRE in the next year, you should plan to attend "Preparing for the GRE." All sessions will be presented by Dr. William J. Higgins, Associate Professor of Biology at the University of Maryland, College Park. Dr. Higgins has been teaching premedical students for 30 years, has won many teaching awards, has consulted with medical school admissions committees and has developed a series of learning strategies for students. He currently serves as the Pre-professional Advisor in the OITE. For more information, see http://www.chemlife.umd.edu/facultyresearch/facultydirectory/williamjhiggins.

June 16
Applying to Medical School
3:00 – 4:30 pm, Building 1, Wilson Hall

Make your application to medical (or dental) school the best it can be. This workshop will address deciding where to apply, tips for completing the application, asking for references, etc.

July 6
Preparing for the MCAT
3:00 – 4:30 pm, Building 50, Room 1227

How to prepare
- How will my score affect the application process?
- When should I take the test?
- Sections, content, types of questions
- Strategies for attacking the different sections
- How to study
- How do I know what to study?

Test Day!
- Final preparations
- Test Day strategies and a checklist
- Test Day procedures

July 15
Preparing for the GRE
3:00 – 4:30 pm, Building 50, Room 1227

How to prepare
- Review of specific types of questions
- Strategies for attacking the different sections
- How to study
- How do I know what to study?

Test Day!
- Final preparations
- Test Day strategies and a checklist
- Test Day procedures

SUMMER INTERN JOURNAL CLUBS

Journal clubs are a popular method for groups of scientists interested in a particular area of research to get together and discuss recently published scientific papers. This allows each participant to stay up-to-date with new techniques and advances in the field. The summer intern journal clubs are your opportunity to learn this method of communicating scientific advances while you also learn more about your area of interest. The clubs will be led by NIH GPP graduate students and NIH postdocs who are eager to help you develop your critical reading skills. Descriptions and registration information for journal clubs to be offered this summer can be found at http://www.training.nih.gov/trainees/. Topics will range from Current Trends in Human Genetics to Biophysics and Computational Biology. If you plan to participate in a summer journal club, we ask that you attend the "Reading A Scientific Paper" workshop offered on June 21st from 11:30 am – 12:30 pm, Building 50, Room 1227.

CAREER DEVELOPMENT ACTIVITIES

June 18
Choosing and Applying to a Graduate School
9:30 – 11:30 am, Building 1, Wilson Hall

Dr. Sharon Migram, Director of the Office of Intramural Training & Education, will provide tips on choosing a graduate school and program.

June 21
Reading a Scientific Paper
11:30 am – 12:30 pm, Building 50, Room 1227

New research findings are communicated to the scientific community via scientific papers, and being able to read those papers and make use of the information they contain is key to successful research. This session, led by Dr. Helene Rosenberg of the Laboratory of Allergic Diseases in the National Institute of Allergy and Infectious Diseases, will address questions including:

- Why do scientists read papers?
- How can you decide which papers to read?
- How can you most efficiently find out what a paper has to say?
- What do you want to learn from reading a paper?

June 24
Keeping a Lab Notebook
10:00am –12:00 pm, Building 50, Room 1227

Your laboratory notebook is a critical record of all the experiments you perform. It will include your rationale for conducting an experiment, a detailed description of the methods you use, a truthful report of all data obtained, and any conclusions you reach or thoughts you have for future work. Maintaining a clear, concise record of the work you do in the lab will help you plan future experiments and generate figures for publications. After you leave, other researchers may use your notebook as a basis for continuing the line of experimentation. How do you know what information you should record? How do you organize your data so that it is maximally useful? This workshop will address these questions and more to help you generate a complete and thorough notebook.

June 25
Writing Personal Statements for Professional School
12:00 – 2:00 pm, Building 50, Room 1227

Dr. William Higgins, OITE Pre-professional Advisor, will guide you through the process of planning and writing your personal statements for professional school applications.

June 28
Creating and Presenting Dynamic Posters
3:00 – 4:00 pm, Building 50, Room 1227

Dr. Betsey Wagener, Deputy Director of the Graduate Partnerships Program (GPP), will assist you with getting ready for Summer Poster Day. Her presentation will focus on selecting and organizing your data, what to include and what not to include, the key components of a successful poster, layout and font selection, and poster presentation techniques.

July 1
OITE Open Office
3:00 – 4:30 pm, Building 2, Second Floor

Summer trainees are invited to stop in at the OITE Open Office and enjoy light refreshments. Come meet OITE staff, ask questions, discuss difficulties, meet other trainees, and enter your name for a raffle.

July 7
Writing Personal Statements for Graduate School
10:00 – 11:30 am, Building 50, Room 1227

This workshop, presented by Dr. Pat Sokolove, Deputy Director, OITE, will guide you through the process of planning and writing the personal statements that will be an important component of your applications for graduate school.

July 9
Putting Your Best Foot Forward (for high school students)
10:00 – 11:30 am, Building 50, Room 1227

What does it take to get that college acceptance letter or the job that will give you the time to think about the next steps in your education? How can you convince others that you have what they are looking for? This workshop, presented by Dr. Shawn Mullen, will use presentation and small group interactions to help participants develop strategies to

- identify their own skills and strengths, even at this early age,
- determine the skills required to be competitive,
- add to their skill set as necessary, and
- convince decision makers that they are the perfect applicant.

July 14
Making the Most of College (for high school students)
1:00 – 2:30 pm, Building 50, Room 1227

The jump to college can be stressful. You are leaving behind your school, friends, family, and home, and going off to explore a new place, make new friends, learn new things, and set your own priorities. This workshop will provide you with a few common-sense strategies to help you handle the transition.

July 14
Making the Most of College (for college students)
3:00 – 4:30 pm, Building 50, Room 1227

College has required you to set a new series of priorities. This workshop will provide you with common-sense strategies to help you focus on these priorities and make your college experience successful.

July 20
Finding Funding for Graduate School
3:00 – 4:30 pm, Building 1, Wilson Hall

Representatives of funding agencies such as the NIH and the NSF will discuss fellowships for which you can apply. If successful, you will be able to find support for all or part of your graduate education and add evidence of your grant-writing ability to your CV.

July 22
Making the Most of Your Graduate School Career
3:00 – 4:00 pm, Building 50, Room 1227

Unlike undergraduate education, graduate school is often unstructured. You will be deciding how to spend your time, what lines of investigation to follow, and what skills you need to develop. You may have to create opportunities for yourself. This workshop will discuss strategies for thriving and achieving your goals in graduate school.

July 23
Poster "Petting Zoo"
11:00 am – 12:30 pm, Building 50, Room 1227

Are you uncertain what scientists mean when they talk about presenting a poster? Drop by to take a look at and discuss several posters recently presented by trainees at the NIH.

July 26
Careers in Health Professions
11:00 am – 2:00 pm, Building 50, Room 1227

Are you interested in knowing more about careers in health, including what specific jobs involve and what training is required? Individuals working in a variety of health professions will be available to answer your questions. Watch your e-mail for information on the specific professions that will be represented.

July 29
Talking Science: Designing and Delivering Successful Oral Presentations
3:00 – 5:00 pm, Building 1, Wilson Hall

Science isn't complete until the results have been shared with interested others, and talking about your results is one of the important ways of making them public. This presentation will address topics including the anatomy of a science talk, creating successful slides, delivering your content convincingly, ensuring that your talk is well-received, and answering questions. The information will help you with presentations in lab meetings and perhaps talking about your findings when you return to school.

SPECIAL LUNCHTIME TALKS: COMING BACK TO THE NIH

June 22

NIH Programs for Undergraduates and Recent College Graduates

11:00 am – 12:30 pm, Building 1, Wilson Hall

- **The NIH Undergraduate Scholarship Program (UGSP)** offers scholarship awards to undergraduate students from disadvantaged backgrounds who are committed to careers in biomedical, behavioral, and/or social science health-related research. The financial benefits of up to $20,000 per year can be used to cover tuition, plus reasonable educational and living expenses. There are NIH service obligations during the summer and after graduation. For more details, visit the UGSP Web site, http://ugsp.nih.gov/home.asp?m=00. To request an application, call the UGSP InfoLine at 800.528.7689 or e-mail ugsp@nih.gov.

- **The NIH Academy** is a residential research training program for recent college graduates who are interested in the elimination of domestic health disparities. The maximum number of trainees accepted into the program annually is 16. Trainees reside in furnished apartments on Battery Lane one block away from the NIH main campus. The duration of the program is normally one year, but the award can be extended for an additional year. Special features of the program include
  - a 5-day orientation;
  - welcome & recognition ceremonies;
  - a Wednesday afternoon curriculum that includes health disparity presentations, journal club presentations, and skill development workshops;
  - $300 educational allowance for FAES science courses;
  - one-on-one counseling regarding the graduate and medical school application processes; and
  - outreach activities: participation in the Langley Park Health Fair, Black Family Reunion, and AIDS Walk – Washington, DC, as well as science fair judging and other community service projects.

- **The Postbaccalaureate Intramural Research Training Award (IRTA)** is a program for U.S. citizens or permanent residents who have graduated with a bachelor's degree from an accredited U.S. institution within the preceding two years. The participants are expected to have the intention of attending graduate or medical school. The program includes more than 700 students. The program features
  - a postbac governing committee consisting of representatives from the various Institutes/Centers
  - monthly lectures by distinguished scientists, often NIH investigators who have been nominated for the Distinguished Mentor Award
  - a seminar series: two postbacs present their work in each session
  - a fall welcome event plus workshops on applying to and interviewing for graduate or medical school, public speaking, presenting a poster, preparing for the GRE or MCAT, etc.
  - Spring Research Festival with poster presentations
  - Summer Extravaganza with Distinguished Mentor Award
  - an official listserv and "club PCR" (a social listserv)

- **The Technical IRTA** program is designed to produce super technicians. It differs from the postbac program in that there is no requirement that participants be recent college graduates, and participants may hold the MS degree. At present there are about 100 trainees in this program. Features include personalized training programs for each trainee and inclusion in the postbac listserv and events as well as representation by the postbac committee.

June 30

NIH Graduate Partnerships Program

1:00 – 2:00 pm, Building 50, Room 1227

The **Graduate Partnerships Program (GPP)** links the National Institutes of Health (NIH) to national and international universities in the training of graduate students. You get the best of both worlds – the academic environment of a university and the breadth and depth of research at the NIH. A different kind of graduate experience emerges, one that focuses on training the next generation of scientific leaders by accelerating communication and collaboration skills. Over 450 graduate students, representing more than 100 universities worldwide, work and study at the NIH.

Graduate students come to the NIH in one of two ways: 1) If you have an undergraduate degree and you would like to pursue a PhD in the biomedical sciences you can apply to one or more of the GPP Institutional Partnerships. Students apply concurrently to the GPP and to a partner university. Enrollment is limited to US citizens and US permanent residents. 2) If you are currently enrolled in a PhD program and you would like to perform part or all of your dissertation research at the NIH, consider developing an individual agreement between an NIH investigator and your graduate university. Individual agreements are open to US Citizens, US permanent residents, and foreign nationals currently enrolled in a PhD or equivalent program.

For more information, visit http://gpp.nih.gov.

MEDICAL AND DENTAL STUDENT ACTIVITIES

Several events are specifically designed for medical and dental students in the Summer Internship Program. They address clinical, translational, and basic research opportunities as well as careers in medicine and dentistry.

July 6

Careers in Medicine

12:30 – 2:00 pm, Building 1, Wilson Hall

This seminar will provide you with information on career opportunities in medicine that are available at the NIH or at academic medical centers nationally. Learn from a panel of experts what it means to be a successful physician scientist or clinical investigator in academia, industry, or the federal government.

July 12

Howard Hughes Medical Institute (HHMI) Cloisters Program, the NIH Clinical Research Training Program (CRTP), and the NIH Clinical Electives Program

1:00 – 2:00 pm, Building 2, Room 2W15

Are you currently enrolled in – or bound for – medical/dental school and want to continue with research? Come learn about three outstanding opportunities to return to the NIH to conduct biomedical research. Space is limited to 100 people, so please RSVP to Debbie Cohen at cohend@mail.nih.gov by July 7.

- **The HHMI-NIH Research Scholars Program** ("Cloister Program") was established in 1985 as a joint venture of the Howard Hughes Medical Institute, one of the nation's largest private biomedical research organizations, and the NIH. The mission of the program is to increase the pool of physician-scientists, dental scientists, and veterinary scientists in the U.S. by providing medical, dental, and veterinary students one year of intensive research training at the NIH. Research Scholars spend a year on the NIH campus in Bethesda conducting basic, translational, or applied biomedical research under the direct mentorship of senior NIH researchers as they live among their peers at the Cloister, the Research Scholars' on-campus residence. Students in good standing at U.S. medical, dental, and veterinary schools are eligible to apply. Approximately 42 students are accepted into the program each year. For further information, visit http://www.hhmi.org, call 301.951.6705, or e-mail research_scholars@hhmi.org or leemin@hhmi.org.

- **The Clinical Research Training Program** (CRTP) was established in 1997 at the recommendation of a panel of experts advising the NIH Director on the future of clinical research. This individualized, yearlong program was designed to attract the nation's most creative, research-oriented medical and dental students to clinical or translational research early in their careers. Students who have completed a year of clinical rotations and have permission from the home institutuion are invited to apply. In most cases, students apply during their third year and, if selected, enter the next CRTP class in the summer. CRTP students usually spend 12 months in the program, with the possibility of an extension for a second year, with support provided from their sponsoring NIH Institute/Center. Medical and dental students who are U.S. citizens or permanent residents and are enrolled in a medical school accredited by the Liaison Committee on Medical Education (LCME) or a dental school that is accredited by the Commission on Dental Accreditation, or an osteopathic school that is accredited by the American Association of Colleges of Osteopathic Medicine (AACOM) are eligible to apply. The program currently accepts 30 new students per year. It is a public-private partnership supported jointly by the NIH and a grant to the Foundation for NIH from Pfizer Inc.

- The **NIH Clinical Electives Program** (CEP) provides opportunities for medical and dental students to care for patients and explore clinical investigation in more than 20 medical subspecialty areas. CEP is open to students in good academic standing who have completed (or are in the process of completing) their core clerkships in medicine, obstetrics and gynecology, pediatrics, psychiatry, and surgery. Most elective rotations in the medical specialties are offered for periods of four to eight weeks, beginning usually on the first Monday of each month. Students interested in Medical Informatics should note that it is offered for elective rotations only in the months of March and April. For interested students with appropriate qualifications, individualized research electives can also be arranged in the basic or clinical sciences.

NIA/NIDA STUDENT POSTER SESSION

Tuesday, August 3, 2010, 12:30 – 5:00 pm in the atrium of the NIH Biomedical Research Center in Baltimore.

SCIENCE IN THE CINEMA

Science in the Cinema is a free film festival sponsored by the NIH Office of Science Education (OSE) in partnership with the AFI Silver Theatre and Cultural Center. This year's festival will be held on July 7, 14, 21, 28 and August 4 and 11 at the historic Silver Theatre, located in downtown Silver Spring. On each date, a film with a medical science-related theme will be shown in its entirety. Following the film, a guest speaker with expertise in the film's subject area will comment on the science depicted in the film and take questions from the audience.

Shows start at 7:00 pm. Tickets are free and are available on a first-come, first-served basis through the AFI Silver box office on the day of show only. For more information, contact the OSE at 301.402.2470 or visit the OSE Web site, http://science.education.nih.gov/.

POSTER DAY 2010

The Summer Poster Day is a great opportunity to share your work from the summer while developing your communication and networking skills. Any student (high school, college, medical, dental, or graduate) working in an intramural laboratory this summer may present. You may not have final results from your experiments. However, you can still present background information on your project, any data you may have collected, or a discussion of the technical problems you encountered. During the session you will spend a period of time at your poster discussing your project informally with your peers and other members of the NIH scientific community.

Poster Day 2010 is scheduled for Thursday, August 5 and will be held in Natcher Conference Center (Building 45). If you want to participate in Summer Poster Day you must sign up in advance and your mentor must approve your poster title. You can sign up to present a poster at http://www.training.nih.gov beginning June 1. The deadline to sign up is Wednesday, July 7, at 5:00 pm (EDT). The deadline for mentor approval is Friday, July 9 at 5:00 pm (EDT).

Your registration for Poster Day 2010 will be confirmed via e-mail by July 16. At that time you will receive information on your poster board assignment (board number, session, and time) as well as instructions for putting up your poster.

You will be assigned a board 3 ½ feet high and 3 ½ feet wide on which to display your information. Your poster should include

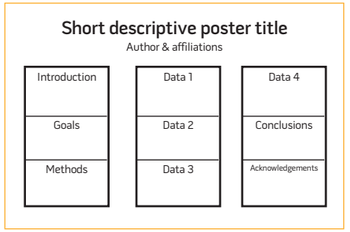
- an introduction (providing background information),
- a brief statement of the purpose of the project,
- a description of materials and methods used, and
- results and conclusions.

Begin writing and proof-reading your poster several weeks in advance. Also, develop and practice a short verbal description of the work that you can present to colleagues who visit your poster. You have several options for printing your poster; in all cases make arrangements well in advance.

- See if your Institute or Center has a poster printer that you can use.
- If you are an intern with the NIH Clinical Center you can make an appointment with the Information Technology Center to print your poster. Do this early! The Center and its programs are described at http://clinicalcenter.nih.gov/isd/itc/. The Center is located in Building 10, Room B1S235. The phone number is 301.402.6301.
- NIH Medical Arts and Printing Services (http://medarts.nih.gov/docs/contact.htm) will print posters, but your laboratory will have to pay. Make certain in advance that they are willing to cover the cost. Medical Arts is located in Building 10, Room B2L328. The phone number is 301.496.3221. Office hours are 8:00 am to 5:15 pm daily.

An example of how to lay out your poster is provided below. Here are some other general guidelines:

- A light background with dark text is often easier to read.
- Use one font and style to integrate all portions of your poster.
- Make sure it is readable from at least 4 to 6 feet away.
- Label graphics directly and use tables for small data sets.
- Keep your title simple and state the conclusion or focus of your study.
- Figures, diagrams, and bullet points are better than paragraphs of text.



A general rule of thumb is to allow 40% of your space for graphics, 20% for text, and leave the remaining 40% as white space.

If you are still uncertain what scientists mean when they talk about presenting a poster, attend the workshop entitled "Creating and Presenting Dynamic Posters" on June 28th and drop by Room 1227 in Building 50 on July 23 (11:00 am – 12:30 pm) to look at several posters recently presented by trainees at the NIH.

FOLLOWING NIH RULES

NIH SECURITY

The National Institutes of Health is the Federal focal point for biomedical research in the United States. The main campus in Bethesda, MD is surrounded by a perimeter fence designed to keep the campus safe and secure.

Individuals wishing to enter must either present an NIH ID badge or be checked in each day as Visitors. The NIH requires a security investigation on all summer students prior to issuance of their NIH ID badges. The Division of Personnel Security and Access Control (DPSAC) is the principal component within NIH responsible for managing access onto campus.

WHAT YOU CAN DO BEFORE ARRIVING AT THE NIH

Most summer interns at the NIH will require only a name check against the National Crime Information Center (NCIC) database to receive an NIH ID badge. You can get this process started before coming to the NIH by request-ing that your Summer Coordinator enter your information into NED, the NIH Enterprise Directory. The system will generate a request that you enter your own Personally Identifiable Information (PII) into NED. DPSAC and the Division of Police can then check your name against the NCIC database ahead of your arrival.

If you do not enter your information into NED, you will be required to fill out a PIV Badge Request Form (HHS-745), which the Summer Coordinator for your Institute will provide you, and turn the form in to Building 31, Room 1B03.

If you submitted your Badge Request Form in a timely fashion, have been entered into NED by your Institute, and do not need to be fingerprinted (see below), you will be able to pick up your ID badge at the South Lobby security station in Building 10 when you arrive on campus. Ideally this will happen on your first day at the NIH. For up-to-date information on picking up your badge and, if necessary, where to go to be fingerprinted, please visit **http://idbadge.nih.gov**.

Summer interns working in restricted areas or with sensitive information must undergo a fingerprint check and background investigation through the Office of Personnel Management (OPM) in order to receive an NIH ID badge. Normally this investigation will be a National Agency Check and Inquiries (NACI). You must undergo this background investigation if you will

- be working in labs adjacent to Authorized Select Agent Users,
- be working in high-risk facility areas (e.g., Biosafety Level 3 labs),
- be working with proprietary (i.e., company) data with limited direct monitoring,
- be doing IT work that might allow you to compromise the integrity of a data system,
- have unmonitored access to IT data systems containing Privacy Act data or financial systems, or
- be working under other circumstances deemed by your IC to be sensitive.

Your Summer Coordinator will provide you with the required OPM forms and send you to the site established by DPSAC for fingerprinting summer trainees. You will need to make an appointment; call 301.496.0051. You should also receive an e-mail from NED with instructions. Results of fingerprint checks are usually received within 3 to 5 days. During this period, you will have to enter the NIH each day as a Visitor. Unfortunately, you will only have access to Transhare benefits (see below) after you have received your ID badge. You can receive your badge as soon as (1) the fingerprint check has been successfully completed and (2) your contact information has been entered in NED.

Regardless of the process followed, your ID badge will be valid for the duration of the summer and should be turned in when you leave NIH.

PREPLACEMENT MEDICAL EVALUATION

WHO NEEDS A PREPLACEMENT MEDICAL EVALUATION?

Summer trainees are required to complete a preplacement medical evaluation **before beginning laboratory work ONLY** if they will be working

- in areas frequented by patients at the Clinical Center (i.e., in the Ambulatory Care Research Facility or the Hatfield Clinical Research Center),
- with human blood, body fluids, or tissues,
- with human pathogens (infectious agents),
- with patients,
- with hazardous chemicals, or
- with animals (specifically, live vertebrates).

HOW IS A MEDICAL EVALUATION ARRANGED?

Preplacement medical evaluations are provided by the Occupational Medical Service (OMS). OMS is also where you go if you have a work-related health emergency while at the NIH.

Preplacement medical evaluations will be offered:

May 17th through May 21st from 8:00 – 11:00 am

May 24th through June 30th from 8:00 – 11:00 am and 1:00 – 3:30 pm

A limited number of appointments will be available for students arriving before May.

The appointment will take approximately 20 minutes. OMS has tailored the evaluations to meet worker's individual needs as well as the requirements of the NIH. Please take the following steps to expedite your evaluation:

- Have your personal health care provider (HCP) complete a **Documentation of Immunization** form (This will help prevent your receiving an unnecessary immunization);
- If you cannot document your response to a tuberculin skin test within the past twelve months, have your HCP place and read a tuberculin skin test prior to your appointment in OMS (this will eliminate a second visit to OMS);
- If you are not yet 18 years old, have your parent or guardian complete the **Authorization for Treatment of a Minor** form;
- Call the OMS scheduling clerk at 301.496.4411 **in advance** to make an appointment for the preplacement medical evaluation;
- Bring the completed forms with you when you visit OMS.

If you will breathe the air of nonhuman primates, please mention this to OMS prior to your preplacement medical evaluation, as they may need to conduct additional tests. Any minor who arrives at OMS without the Authorization for Treatment of a Minor form cannot be seen in OMS.

LIMITATIONS ON THE ACTIVITIES OF MINORS

If you are under eighteen years of age at the time that you participate in the Summer Internship Program, you will be considered a minor, and the activities in which you can participate will be restricted. The following limitations will apply.

Minors may not work with

- radioactive isotopes;
- nonhuman primates;
- select agents (for example, Ebola and anthrax);
- human and nonhuman primate blood, body fluids, or tissues;
- human and nonhuman primate retroviruses; or
- select carcinogens, reproductive toxins, and acutely toxic chemicals as outlined in the NIH Chemical Hygiene Plan.

In addition, minors may not work in laboratories designated Biosafety Level 3 or Biosafety Level 4.

Reminder: If you are a minor, be certain to fill out both the **Authorization for Treatment of a Minor** form and the **Safety Consent for Minors** form. Return the **Authorization for Treatment of a Minor** form to OMS during your evaluation or return it to your Institute's Summer Coordinator if no medical evaluation is required. The **Safety Consent for Minors** form should be returned to your Institute's Summer Coordinator.

SUPERVISION OF STUDENTS IN LABORATORIES

It is the responsibility of your principal investigator to ensure your safety at the NIH. You can assist in this endeavor by making certain that the following principles are applied:

- You must be directly supervised at any time you are working with potentially hazardous materials.
- You must be appointed under a hiring authority (as an IRTA or FTE) or as a special volunteer so that proper insurance coverage applies.
- If you are a minor, your parents should sign a consent form, which correctly describes your activities, to permit you to work in the lab.
- You must complete laboratory safety training.

TRANSPORTATION TO THE NIH AND PARKING

Summer Coordinators will be furnished with one-day parking passes to issue to you for your first day. This one-day dashboard permit will authorize you to park in Multi Level Parking 11, which is located on Rockville Pike at Gateway Drive. After you park, proceed to the Gateway Center (Building 66) to get a Visitor's badge. At the end of the day you will be required to surrender the one-day permit to the attendant at the parking booth.

Once you have an NIH ID badge you may apply for Transhare. You are encouraged to apply for NIH ID badges before orientation and to join Transhare.

You can commute to the NIH in several ways.

TRANSHARE

The **NIH Transhare Program** provides commuter subsidies to qualified Federal employees who use mass transit to and from work. Summer students, volunteers, and fellows are eligible. Subsidies are issued in the form of a SmartTrip card – similar to a credit card with a magnetized strip – that is used for transit payments.

Individuals who live in the National Capital Region and agree to use mass-transportation to the NIH are eligible for these subsidies to cover the actual cost of the commute. Complete information on the program can be found at http://dtts.ors.od.nih.gov/transhare.htm.

To apply for the NIH Transhare Program, you must fill out a **NIH Transhare Program Application** form in the **NIH Parking Office** (Building 31, Room B3B04). The form has a commuting cost declaration process to assist you in calculating your monthly Transhare benefit, which is based on the distance you travel. Misrepresentation of your cost declaration could lead to criminal, civil, and/or administrative penalties. To ensure correct cost declaration the Division of Amenities and Transportation Services uses the WMATA (Metro) Trip Planner found at http://wmata.com/index.cfm.

Transhare subsidies will be available after April 1st and will end August 31st.

The following links provide more detailed information on public transportation in the NIH area:

- Parking Office
  - Hours: 7:30 am – 4:30 pm, Monday through Friday
  - Location: Building 31/Room B3B04
  - Phone number: 301.496.5050
  - Email: nihparkingoffice@ors.od.nih.gov
- NIH Transportation Web site: http://dtts.ors.od.nih.gov/transportation.htm
- Mid-Pike Satellite Parking: http://www.ors.od.nih.gov/orf/parking/midpikeplaza.cfm
  - Location: 11800 block of Rockville Pike, North Bethesda, MD
- NIH Map: http://parking.nih.gov/visitor_access_map.htm
- Metro Bus and Rail: http://www.wmata.com
- Employee Travel: Trains, MARC (Maryland Rail Commuter Service) and VRE (Virginia Rail Express): http://www.commuterpage.com/rail.htm
- MetroAccess, curb-to-curb service for those unable to use public transportation: http://www.wmata.com/accessibility/metroaccess_service/
- Maryland Transit Authority, subway, bus, and train systems in Maryland: http://www.mtamaryland.com/

PARKING AT MID-PIKE PLAZA

Students may apply for Parking Permits at the **NIH Parking Office** located in Building 31/Room B3B04. The temporary "Summer Parking Permit" is a dashboard placard for satellite parking. NIH Satellite Parking is located 3.7 miles north of the campus at Mid-Pike Plaza, at **the intersection of Rockville Pike and Montrose Road**, next to the Silver Diner (11800 Rockville Pike, North Bethesda, MD). The parking spaces are located along the northern boundary of the shopping center nearest Montrose Road. The designated area is also marked with "Commuter Parking Area" signs. NIH has 150 parking spaces located in the northeast corner of the parking lot. NIH runs a shuttle service loop between this location and the campus. Information on the schedule and route of the Mid-Pike Plaza Shuttle can be found at http://dtts.ors.od.nih.gov/NIHShuttle/scripts/shuttle_map_live.asp.

Summer students who are handicapped and have handicap tags/hangers may park in any handicap space on the campus that is not reserved for NIH handicap employees. Anyone who has handicap tags/hangers may also park at any metered space without paying.

Note: Summer interns are not permitted to park on the main NIH campus. Those working at satellite locations may have access to parking at those locations. Ask your summer program coordinator.

BICYCLING

Those interested in bicycling to the NIH may find the following link of interest: http://www.ors.od.nih.gov/orf/parking/showermap.cfm

SHUTTLES

The NIH runs several shuttle lines. Some circle the Bethesda campus at regular intervals, while others connect the Bethesda campus with nearby NIH laboratories and offices such as those on Executive Boulevard and at Rockledge. You can find shuttle routes and schedules at http://dtts.ors.od.nih.gov/NIHShuttle/scripts/shuttle_map_live.asp. Information on the NCI-Frederick Shuttle is posted at http://www.ncifcrf.gov/about/shuttle.asp.

PAYING TAXES ON YOUR SUMMER INCOME

Summer interns are generally appointed in one of two ways, as Student IRTAs (recipients of Intramural Research Training Awards) or FTEs (Full-Time Equivalents or employees).

If you are paid as an IRTA,

- you are considered a trainee, not an employee,
- social security taxes are not deducted from your stipend,
- no income taxes are withheld from your stipend,
- your "income" is reported on a Form 1099G as a **taxable grant**,
- if you earned enough during the year to be liable for income taxes, you must report the income shown on your 1099G on Form 1040 on line 21, "other income,"
- you should **not** indicate that you are self-employed or file a Schedule C.

If you are appointed as an FTE,

- you are considered an NIH employee,
- social security taxes are deducted and income taxes are withheld from your stipend,
- your income is reported on a Form W2 as **wages, tips, and other compensation**,
- if you earned enough during the year to be liable for income taxes, or if you are due a refund, you should report the income shown on your W2 on line 7 of Form 1040 or the equivalent line on Form 1040EZ or 1040A.

You should receive your Form 1099G or W2 by February 15. If you do not, or if your address has changed, contact the NIH Office of Financial Management at 301.496.5635.

If you are paid by the NIH via some other mechanism or agency, please contact the Administrative Officer at the NIH responsible for your laboratory or the responsible administrator at the agency for tax information. It would be best to do this before you leave the NIH at the end of the summer.

Remember, whoever pays you sends a copy of your Form 1099G or W2 to the Internal Revenue Service. The Federal government will know that you owe it taxes.

TRAINING COURSES

LABORATORY SAFETY

The NIH is responsible for the promotion of safe work practices for all who work in NIH research facilities, including summer students. The Division of Occupational Health and Safety offers several required laboratory safety courses that summer research trainees must complete. The courses listed below provide training in the safe work practices and procedures to be employed when working in the NIH research environment.

INTRODUCTION TO LABORATORY SAFETY COMPUTER-BASED TRAINING COURSE

The introductory course in laboratory safety is **mandatory** for **all new laboratory research trainees**. It must be completed prior to attending any other courses. The course introduces laboratory personnel to common hazards and exposure risks, including chemical, radiological, and biological hazards that are found in NIH research laboratories. It provides instruction on how to prevent exposure to these hazards and procedures for emergency response. The course also covers NIH waste-handling procedures as well as methods to ensure the research laboratory is free from common physical hazards. It provides information on NIH security policies and procedures. To access the online course, go to http://www.nihlabsafety.org.

STARS "LEARN-BY-DOING" LABORATORY SAFETY TRAINING

After completing the computer-based **Introduction to Laboratory Safety, trainees age 21 or under who are new to the NIH**, must attend a hands-on course in laboratory safety entitled **"Learn-by-doing."** Laboratory supervisors are responsible for ensuring that their staff members attend the correct training prior to working with potentially hazardous materials. *Note*: students will be allowed to complete laboratory safety training before they have received their NIH ID badges.

"Learn-by-doing" is taught by occupational safety and health professionals who have practical working laboratory experience. A broad range of laboratory safety topics will be covered including, but not limited to: the principles of biosafety; chemical handling and use; common laboratory hazards; and emergency preparedness. The learning objectives will be met through active dialogue between students and instructors. Students will work in small groups with an instructor to practice and learn laboratory safety techniques as well as the rules of safe conduct. Students and instructors will problem solve and think their way critically together through a series of learning exercises.

To demonstrate comprehension of the material, students must complete a quiz. The minimum passing grade is 85 percent. If necessary, additional one-on-one instruction will be provided to ensure successful course completion.

STARS "Learn-by-doing" Laboratory Safety Training will be offered twice a day (from 8:30 am to 12:00 pm and from 1:30 – 5:00 pm) every Monday, Tuesday, Wednesday, and Thursday from May 17 through July 29, with the exception of Memorial Day (May 31) and June 31 through July 6. Trainees can register for this course and check location at http://www.nihlabsafety.org/.

LABORATORY SAFETY AT THE NIH (CLASSROOM COURSE)

After completing the computer-based **Introduction to Laboratory Safety, new summer trainees over the age of 21** are required to complete a classroom course entitled **Laboratory Safety at the NIH**. This course provides training on the recognition and control of common physical, chemical, and biological hazards found in NIH research laboratories. It includes required information on NIH policies and procedures for working safely in the research laboratory as well as methods for hazardous waste minimization. The course also covers engineering controls and personal protective equipment as well as the NIH medical surveillance program available through the Division of Occupational Health and Safety, Occupational Medical Service. Attendance at this program assists in meeting the training requirement of the OSHA Hazard Communication Standard and Occupational Exposure to Hazardous Chemicals in Laboratories Standard.

Laboratory Safety at the NIH will be held in Balcony B of Building 45 (Natcher) from 9:00 am to 12:00 pm on May 6, June 3, June 15, July 20, and August 10 and from 1:00 to 4:00 pm on May 25, June 9, July 13, July 29, and August 25.

Please Note: Credit for attendance will not be given to late arrivals. Individuals who arrive late will be asked to reschedule.

LABORATORY SAFETY REFRESHER COURSE

All **returning summer interns** must complete a one-hour mandatory computer-based **Laboratory Safety Refresher Course** that provides updates on safety procedures and policies that govern laboratory safety at the NIH. The refresher course should be completed online at: http://www.nihlabsafety.org.

Registration for all Division of Occupational Health and Safety Training can be completed at the same site.

BLOODBORNE PATHOGEN TRAINING

WORKING SAFELY WITH HIV AND OTHER BLOODBORNE PATHOGENS IN THE RESEARCH LABORATORY

This two-hour course is for all individuals working with bloodborne pathogens. The course provides research personnel with information on working safely with bloodborne pathogens in NIH research laboratories in accordance with the OSHA Bloodborne Pathogen Standard. This course specifically discusses work practices in Biosafety Safety Level 2 and 3 laboratories, common causes of exposure, and the use of controls to prevent exposure. The course outlines steps to take in case of a potential exposure and reviews medical pathological waste disposal procedures. Attendance at this program is mandatory for research personnel who work with or who may be exposed to

- human blood, body fluids, and/or tissues,
- human or nonhuman primate retroviruses,
- hepatitis B and C viruses,
- other bloodborne pathogens, or
- animals or their housing.

Summer Student Safety Training Requirements at a Glance

NEW		
Under 18 Years Old	18 to 21 Years Old	Over 21 Years Old
Introduction to Lab Safety (online training) **STARS* "Learn-by-doing" Lab Safety Training**	**Introduction to Lab Safety (online training)** **STARS* "Learn-by-doing" Lab Safety Training** **Bloodborne Pathogen Training****	**Introduction to Lab Safety (online training)** **Laboratory Safety at the NIH (classroom training)** **Bloodborne Pathogen Training****
RETURNING		
Under 18 Years Old	18 to 21 Years Old	Over 21 Years Old
Lab Safety Refresher Training (online)	**Lab Safety Refresher Training (online)** **Bloodborne Pathogen Refresher Training** (online)**	**Lab Safety Refresher Training (online)** **Bloodborne Pathogen Refresher Training** (online)**

* STARS: Safe Techniques Advance Research Science
** as applicable

This training is required before working with bloodborne pathogens. **Working Safely with HIV and Other Bloodborne Pathogens** will be offered from 1:30 to 3:30 pm on May 6, June 3, June 15, July 20, and August 10 and from 9:00 to 11:00 am on May 25, June 9, July 13, July 29, and August 25. All sessions will be held in Balcony B of Building 45 (Natcher).

Please note: Credit for attendance will not be given to late arrivals. Individuals who are late will be asked to reschedule.

BLOODBORNE PATHOGEN REFRESHER TRAINING

This Web course provides annual refresher training for research laboratory personnel who may potentially be exposed to bloodborne pathogens in their work in the research laboratory and have previously attended **Working Safely with HIV and Other Bloodborne Pathogens**. The course provides researchers with the latest information on bloodborne pathogen risks in the research laboratory as well as information on means of protection from potential occupational exposures. Summer researchers who have completed the **Working Safely with HIV and Other Bloodborne Pathogens** course within the last three years can complete the refresher course instead of attending a classroom bloodborne pathogen course. Annual comple-tion of a Bloodborne pathogen course is mandatory for all laboratory research personnel who work with or who may potentially be exposed to bloodborne pathogens.

To register for any Department of Occupational Health and Safety course, please use the online registration program available at www.nihlabsafety.org. This can be accomplished **from ANY computer, private or NIH owned**.

RADIATION SAFETY

All trainees entering laboratories posted for radioactive material use must take the **Radiation Safety Orientation** online training module located at http://drsportal.ors.od.nih.gov/pls/onlinecourse/training/start_orientation.html. This requirement applies to **all** such trainees, regardless of whether they may actually handle radioactive materials. Please contact the Division of Radiation Safety (DRS) for specific requirements before working with radioactive material if you are under the age of 18.

Summer Interns who will handle radioactive materials must also complete the **Radiation Safety in the Laboratory (RSL)** course. In 2010, this course will be offered on the following dates:

May 6	1:00 – 4:00 pm	Building 21, Room 237
May 20	9:00 am – 12:00 pm	Building 21, Room 237
June 17	9:00 am – 12:00 pm	Building 10, Lipsett Amphitheater
July 8	1:00 – 4:00 pm	Building 10 Lipsett Amphitheater
August 5	9:00 am – 12:00 pm	Building 10, Lipsett Amphitheater
August 19	9:00 am – 12:00 pm	Building 21, Room 237

Every intern who takes the RSL course must complete a Dosimeter Evaluation Form (DEF). The intern must bring the completed and signed form to the RSL course he/she is scheduled to attend. The form is available for downloading at http://drs.ors.od.nih.gov/forms/dosimetry.pdf.

Summer Interns returning to the NIH will use their old DRS identification number, but must call 301.496.2255 to request reactivation of the number (or if they forgot their number). They must also complete and resubmit to DRS an updated DEF. Individuals who have been away from the NIH for more than four years must retake the **RSL** course.

Please contact the Radiation Safety Training Office at 301.496.2255 for more information concerning radiation safety training.

ANIMAL CARE AND USE

The Office of Animal Care and Use (OACU) offers a variety of training courses for NIH intramural personnel who work with animals. These courses are free and fulfill federal training requirements for working with animals. Depending on what species you will be working with, different courses are required. You may register online at http://oacu.od.nih.gov/training or by calling the OACU at 301.496.5424.

USING ANIMALS IN INTRAMURAL RESEARCH: GUIDELINES FOR ANIMAL USERS

Students who will be working with animals under the direction of a senior scientist must complete **Guidelines for Animal Users** before beginning their work. The course is offered as a 2-hour lecture and in an online, Web-based format. It describes proper care and use of animals in a research laboratory. Additional discussion of animal handling and restraint is presented to assure humane management of the animals. Lecture will be offered from 9:00 – 11:00 am in Building 50, Room 1227 on May 17, June 14, and July 12.

The online course takes approximately 90 minutes to complete but does not have to be finished in one sitting. To access the online course, go to http://oacu.od.nih.gov/training/users.htm.

WORKING SAFELY WITH NONHUMAN PRIMATES

This course is required for all trainees who will be working with nonhuman primates (NHP). You will learn about the normal behavior of NHP to help prevent injury and exposure to pathogens, such as Herpes B-virus, that are transmissible to humans. The course, which consists of a video, handouts, and a quiz, is given on an individual basis at the animal facility. Further information on this course can be accessed on the OACU Web site: http://oacu.od.nih.gov/training/primate.htm.

HANDS-ON ANIMAL TECHNIQUES: RODENT WORKSHOPS

The **Rodent Workshops** are optional opportunities to learn manual handling, sampling, and restraint techniques used in the laboratory with live animals. These half-day, small-group sessions provide an opportunity for individual instruction by certified laboratory animal technologists.

The Rodent Workshops will be offered from 8:30 - 11:00 am in Building 49, Room 2A46. Hands-on Mouse Workshops are scheduled for May 28, June 25, and July 30 and Hands-on Rat Workshops for May 28 and July 30. You can start registering a month in advance, but note that the registration closes one week before the scheduled date of each workshop.

The full OACU training schedule is available via: http://oacu.od.nih.gov/training/2010TrainingSchedule.pdf.

OPTIONAL RESEARCH ETHICS COURSE

As scientists, our work is based and depends heavily on the work of those who came before us. It is absolutely essential that they conducted and reported their research responsibly, and we have a similar responsibility to those who will follow. To learn about what constitutes the responsible conduct of research and what ethical issues are of concern to investigators, take a look at the **Ethics and Scientific Research Study Guide** developed by NCI investigators at NCI-Frederick. The guide can be found at http://web.ncifcrf.gov/campus/ethicscourse/.

CONTACTS

SUMMER RESEARCH PROGRAM COORDINATORS

CC – NIH Clinical Center
Ms. Tho-Van Tran
Building 10, Room 1C290
10 Center Drive, MSC 1172
Bethesda, MD 20892-1172
Telephone: 301.435.7599
Fax: 301.480.5967
E-mail: thovantran@cc.nih.gov

CC – NIH Clinical Center
Ms. Kathy Hilburn
Building 10, Room 1C290
10 Center Drive, MSC 1172
Bethesda, MD 20892-1172
Telephone: 301.402-1651
Fax: 301.480.5967
E-mail: hilburnk@cc.nih.gov

FDA/CBER – Food and Drug Administration/Center for Biologics Evaluation and Research
Ms. Arnetta Courtney
Suite 350, Room 370
11400 Rockville Pike, HFM-123,
Rockville, Maryland 20857
Telephone: 301.827.3724
Fax: 301.827.1441
E-mail: arnetta.courtney@fda.hhs.gov

FDA/CBER – Food and Drug Administration/Center for Biologics Evaluation and Research
Kyle Wardrop
Suite 350, Room 370
11400 Rockville Pike, HFM-123,
Rockville, Maryland 20857
Telephone: 301.827.1331 Fax: 301.827.1441
E-mail: kyle.wardrop@fda.hhs.gov

NCCAM – National Center for Complementary and Alternative Medicine
Ms. Belinda Davis
Building 31, Room 2B11
31 Center Drive, MSC 2510
Bethesda, MD 20892-2510
Telephone: 301.435.4541
Fax: 301.402.4741
E-mail: davisb@mail.nih.gov

NCI-CCR – National Cancer Institute–Center for Cancer Research
Ms. Vi Black
Building 31, Room 4A48
31 Center Drive, MSC 2473
Bethesda, MD 20892-2473
Telephone: 301.594.5363
Fax: 301.451.6238
E-mail: blackv@mail.nih.gov

NCI-CCR – National Cancer Institute–Center for Cancer Research
Dr. Jonathan Wiest
Building 31, Room 4A48
31 Center Drive, MSC 2473
Bethesda, MD 20892-2473
Telephone: 301.451.9638
Fax: 301.451.6238
E-mail: wiestj@mail.nih.gov

NCI-DCEG – National Cancer Institute–Division of Cancer Epidemiology and Genetics
Ms. Kris Kiser
6120 Executive Boulevard, MSC 7242
Bethesda, MD 20850-7242
Telephone: 301.594.3005
Fax: 301.402.3256
E-mail: ncidceg-r@mail.nih.gov

NCI-DCEG – National Cancer Institute–Division of Cancer Epidemiology and Genetics
Ms. Tess Lee
6120 Executive Boulevard, MSC 7242
Bethesda, MD 20850-7242
Telephone: 301.402.7186
Fax: 301.402.3256
E-mail: ncidceg-r@mail.nih.gov

NCI-DCTD – National Cancer Institute-Division of Cancer Treatment and Diagnosis
Ms. Paula Itnyre
Fairview Center, Suite 205
1003 West 7th Street
Frederick, MD 21701
Telephone: 301.846.1828
Fax: 301.846.6183
E-mail: itnyrep@mail.nih.gov

NCI-Frederick – National Cancer Institute-Frederick
Ms. Julie Hartman
P.O. Box B, Building 427, Room 11
Frederick, MD 21702
Telephone: 301.846.7338
Fax: 301.846.1494
E-mail: hartmanjb@mail.nih.gov

NEI – National Eye Institute
Dr. Cesar E. Perez-Gonzalez
Building 31, Room 6A22
31 Center Drive, MSC 2510
Bethesda, Maryland 20892-2510
Telephone: 301.451.6763
Fax: 301.451.6764
E-mail: cesarp@nei.nih.gov

NHGRI – National Human Genome Research Institute
Dr. Michelle R. J. Hamlet
Building 12A, Room 1039
12 South Drive, MSC 5613
Bethesda, MD 20892-5613
Telephone: 301.451.3645
Fax: 301.480.3897
E-mail: nhgritraining@mail.nih.gov

NHGRI – National Human Genome Research Institute
Dr. Belen Hurle
Building 50, Room 5529
50 South Drive, MSC 8004
Bethesda, MD 20892-8004
Telephone: 301.402.4931
Fax: 301.480.3897
E-mail: nhgritraining@mail.nih.gov

NHGRI – National Human Genome Research Institute
Ms. Pnina L. Laric
Building 12A, Room 1039
12 South Drive, MSC 5613
Bethesda, MD 20892-5613
Telephone: 301.451.3643
Fax: 301.480.3897
E-mail: nhgritraining@mail.nih.gov

NHGRI – National Human Genome Research Institute
Ms. Deirdre N. Parker
Building 12A, Room 1039
12 South Drive, MSC 5613
Bethesda, MD 20892-5613
Telephone: 301.402.3053
Fax: 301.480.3897
E-Mail: nhgritraining@mail.nih.gov

NHLBI – National Heart, Lung, and Blood Institute
Ms. Angela Theofilos
Building 10, Room 2N242
10 Center Drive, MSC 1754
Bethesda, MD 20892-1754
Telephone: 301.451.9440
Fax: 301.594.8133
E-mail: theofilosan@nhlbi.nih.gov

NHLBI – National Heart, Lung, and Blood Institute
Ms. Aurora Taylor
10 Center Drive, MSC 1754
Bethesda, MD 20892-1754
Telephone: 301.496.8509
Fax: 301.594.8133
E-mail: taylora2@nhlbi.nih.gov

NIA – National Institute on Aging
Ms. Arlene Jackson
Biomedical Research Center
251 Bayview Boulevard, Room 04B409B
Baltimore, MD 21224
Telephone: 410.558.8121
Fax: 410.558.8209
E-mail: JacksonA@mail.nih.gov

NIAAA – National Institute on Alcohol Abuse and Alcoholism
Ms. Andrea Hobbs
5635 Fishers Lane, Room 2118
Bethesda, MD 20892-9304
Telephone: 301.443.2435
Fax: 301.443.6076
E-mail: ashobbs@mail.nih.gov

NIAID – National Institute of Allergy and Infectious Diseases
Ms. Fiona A. Fuess
6 North Court, MSC 2663
Quarters 15 F-1
Bethesda, Maryland 20892-2663
Telephone: 301.496.2638
Fax: 301.402.3594
E-mail: stangf@niaid.nih.gov

NIAID-VRC – National Institute of Allergy and Infectious Diseases Vaccine Research Center
Ms. Valerie Lawrence
Building 40, Room 1100C
40 Convent Drive, MSC 3013
Bethesda, MD 20892-3013
Telephone: 301.496.1703
Fax: 301.480.3114
E-mail: lawrencev@niaid.nih.gov

NIAMS – National Institute of Arthritis and Musculoskeletal and Skin Diseases
Dr. Mario E. Cerritelli
Building 10, Room 6N216
10 Center Drive, MSC 1820
Bethesda, MD 20892-1820
Telephone: 301.402.6924
Fax: 301.480.4871
E-mail: cerritem@mail.nih.gov

NIBIB – National Institute of Biomedical Imaging and Bioengineering
Ms. Sheila F. Barrett
Building 13, Room 3N-17
13 South Drive, MSC 5766
Telephone: 301.451.0713
Fax: 301.496.6608
E-mail: sbarrett@mail.nih.gov

NICHD – Eunice Kennedy Shriver National Institute of Child Health and Human Development
Ms. Brenda R. Hanning
Building. 31, Room 2A31 , Room 1B44
31 Center Drive, MSC 2425 2085
Bethesda, MD 20892-2425 2085
Telephone: 301.451.7753
Fax: 301.480.3869
E-mail: hanningb@mail.nih.gov

NIDA – National Institute on Drug Abuse
Dr. Stephen Heishman
Biomedical Research Center, Room 04A511
251 Bayview Blvd., Suite 200
Baltimore, MD 21224
Telephone: 443.740.2458
Fax: 443.740.2855
E-mail: heishman@nih.gov

NIDCD – National Institute on Deafness and Other Communication Disorders
Ms. Linda de Iberri
5 Research Court, 2B28
Rockville, MD 20850 -3320
Telephone: 301.402.2829
Fax: 301.402.3470
E-mail: deiberril@nidcd.nih.gov

NIDCR – National Institute of Dental and Craniofacial Research
Dr. Deborah Philp
Building 30, Room 516
30 Convent Drive, MSC 4310
Bethesda, MD 20892-4310
Telephone: 301.594.8444
Fax: 301.480.5353
E-mail: dphilp@dir.nidcr.nih.gov

NIDDK – National Institute of Diabetes and Digestive and Kidney Diseases
Ms. Debi Anderson
Building 10, Room 9S209
10 Center Drive, MSC 1814
Bethesda, MD 20892-1814
Telephone: 301.402.7279
Fax: 301.402.0069
E-mail: andersond@mail.nih.gov

NIDDK – National Institute of Diabetes and Digestive and Kidney Diseases
Ms. Kathy Grimmnitz
Building 10, Room 9S209
10 Center Drive, MSC 1814
Bethesda, MD 20892-1814
Telephone: 301.402.2393
Fax: 301.402.0069
E-mail: KathyG@intra.niddk.nih.gov

NIDDK – National Institute of Diabetes and Digestive and Kidney Diseases
Ms. Kari Ginsburg
Building 10, Room 9N208
10 Center Drive, MSC 1587
Bethesda, MD 20892-1587
Telephone: 301.496-5100
Fax: 301.402.0069
E-mail:ginsburk@mail.nih.gov

NIEHS – National Institute of Environmental Health Sciences
Ms. Debbie Wilson
P.O. Box 12233 or
111 T.W. Alexander Drive A2-09
Research Triangle Park, NC 27709
Telephone: 919.541.3205
Fax: 919.541.4214
E-mail: dewilson@niehs.nih.gov

NIMH – National Institute of Mental Health
Ms. Margarita Valencia
Building 10, Room 4A15
10 Center Drive, MSC 1348
Bethesda, MD 20892-1348
Telephone: 301.451.4512
Fax: 301.594.3189
E-mail: nimhfellowships@intra.nimh.nih.gov

NIMH – National Institute of Mental Health
Ms. Sandy Gomez
Building 10, Room 4A15
10 Center Drive, MSC 1348
Bethesda, MD 20892-1348
Telephone: 301.451.4512
Fax: 301.594.3189
E-mail: nimhfellowships@intra.nimh.nih.gov

NIMH – National Institute of Mental Health
Ms. Christina Romaine Purdie
Ms. Christina Purdie
Building 10, Room 4A15
10 Center Drive, MSC 1348
Bethesda, MD 20892-1348
Telephone: 301.451.4512
Fax: 301.594.3189
E-mail: nimhfellowships@intra.nimh.nih.gov

NINDS – National Institute of Neurological Disorders and Stroke
Mr. Daniel Casco
Building 10, Room 5N254
10 Center Drive, MSC 3721
Bethesda, MD 20892-3721
Telephone: 301.443.1910
Fax: 301.496.4276
E-mail: cascod@mail.nih.gov

NINDS – National Institute of Neurological Disorders and Stroke
Dr. Rita Devine-Ward
Building 10, Room 5N254
10 Center Drive, MSC 3721
Bethesda, MD 20892-3721
Telephone: 301.594.9562
Fax: 301.496.4276
E-mail: wardr@ninds.nih.gov

NINR – National Institute on Nursing Research
Dr. Natalie Rasmussen
Building 10, Room 2-1339
10 Center Drive, MSC 1506
Bethesda, MD 20892-1506
Telephone: 301.443.5061
Fax: 301.480.1413
E-mail: rasmussenna@mail.nih.gov

NLM-LHC – National Library of Medicine-Lister Hill Center
Ms. May Cheh
Building 38A, Room 9N919
9000 Rockville Pike, MSC 3826
Bethesda, MD 20892-3826
Telephone: 301.435.3193
Fax: 301.496.0673
E-mail: mcheh@mail.nih.gov

NLM-NCBI – National Library of Medicine-National Center for Biotechnology Information
Mr. Coung Tran
Building 38A, Room 8N805
9000 Rockville Pike, MSC 3827
Bethesda, MD 20892-3827
Telephone: 301.451.5161
Fax: 301.480.4559
E-mail: ct137w@nih.gov

Office of Human Resources (OHR)
Cynthia S. Bolton
2115 East Jefferson Street, Room 2B-215 MSC 8503
Bethesda, MD 20892-8503
Telephone: 301-435-4752
Fax: 301-451-5515
E-mail: cbolton@mail.nih.gov

ORS/ORF – Office of Research Services-Office of Research Facilities
Ms. Linda Mongelli
301 N. Stonestreet, Suite 100, MSC 3350
Rockville, MD 20850-3350
Telephone: 301 496-4808
Fax: 301 402 0124
E-mail: LindaM@mail.nih.gov

CENTRAL NIH SUMMER PROGRAM COORDINATOR

Ms. Debbie Cohen
Director of Postbaccalaureate and Summer Program Services
NIH Office of Intramural Training & Education
Building 2, Room 2W11
2 Center Drive, MSC 0240
Bethesda, MD 20892-0240
Telephone: 301.402.1907
Fax: 301.594.9606
E-mail: cohend@mail.nih.gov

USEFUL WEB SITES

	USEFUL WEB SITES
The Office of Intramural Training & Education (OITE)	**http://www.training.nih.gov**
NIH Resources	
The main NIH Web site	**http://www.nih.gov**
A quick way to find answers to your questions about the NIH	**http://jumpstart.nih.gov**
The NIH Enterprise Directory (NED)	**http://ned.nih.gov/search**
NIH Online Orientation	**http://lms.learning.hhs.gov**
Security Information at the NIH	**http://security.nih.gov**
Guidelines for the Conduct of Research at the NIH	**http://www1.od.nih.gov/oir/sourcebook/ethic-conduct/Conduct%20Research%206-11-07.pdf**
Guidelines for Scientific Record Keeping in the Intramural Research Program at the NIH	**http://www1.od.nih.gov/oir/sourcebook/ethic-conduct/RECORDKEEPING.pdf**
A Guide to Training and Mentoring in the Intramural Research Program at NIH	**http://www1.od.nih.gov/oir/sourcebook/ethic-conduct/TrainingMentoringGuide_7.3.02.pdf**
The NIH Office of the Ombudsman and Center for Cooperative Resolution	**http://www4.od.nih.gov/ccr/ombud.html**
NIH Library	**http://nihlibrary.nih.gov**
NIH Videocasts: recordings of NIH lectures and conferences	**http://videocast.nih.gov**
NIH Intramural Database (Institute and Center Annual Reports, which are searchable so that you can find investigators working in particular areas of interest)	**http://intramural.nih.gov/search**

	USEFUL WEB SITES
NIH Resources (cont.)	
NIH Housing List	**http://www.recgov.org/housing/Rent.html**
NIH Blood Bank	**http://www.cc.nih.gov/blooddonor**
NIH Federal Credit Union	**http://www.nihfcu.org**
Bethesda Campus Map	**http://parking.nih.gov/vistor_access_map.htm**
Baltimore Campus Map	**http://www.grc.nia.nih.gov/visitors/baltimore-brc-grc.htm**
Frederick Campus Map	**http://web.ncifcrf.gov/about/directions.asp**
i am intramural	**http://iamintramural.nih.gov/**
Transportation	
NIH Travel and Transportation Services including campus shuttle	**http://dtts.ors.od.nih.gov/transportation.htm**
NIH Transhare: agree not to drive your car to the NIH and receive subsidies for public transportation	**http://dtts.ors.od.nih.gov/transhare.htm**
Washington Metro Area Transit Authority, a guide to the buses and subways in Washington, D.C. and the surrounding counties	**http://www.wmata.com**
Ride-On Map, map of Montgomery County, MD, bus routes	**http://www.montgomerycountymd.gov/tsvtmpl.asp?url=/content/dot/transit/index.asp**
Other Resources to Help You Get Settled	
OITE Moving Guide	**http://www.training.nih.gov/documents/moving-guide.pdf**
Craigslist	**http://washingtondc.craigslist.org**
The Washington Post	**http://www.washingtonpost.com**
The NIH Fellows Committee (FELCOM) Exchange Board: Furnish your space with items others no longer need	**http://studioenterprises.com/recgov/cgi-bin/felcom/discus.cgi**
Freecycle: Give away items in good condition you no longer need, get items you can use, ease the burden on our landfills	**http://www.freecycle.org/aboutus/**

WASHINGTON METROPOLITAN AREA ACTIVITIES

ENTERTAINMENT

While most of your time this summer will be occupied with work in the laboratory, a summer in the Washington, D.C. area would not be complete without experiencing the sights of the city. The national capital is well known for its role as the seat of the US government, but it also has much to offer in the way of culture, history, and entertainment. Whether you are looking for art, music, nightlife, good food, or natural beauty, the choices in the DC metro area abound. The museums, parks, and historical sites listed here are just a sampling of the interesting places and events you can find around town. The Internet is also an excellent resource for learning more about local points of interest and goings-on. The following online guides are especially useful:

http://www.washington.org
http://www.washingtonpost.com/gog/
http://cityguide.aol.com/washington

http://ticketplace.org
The Washington area's only authorized half-price ticket outlet, TICKETplace is a service of the Cultural Alliance of Greater Washington in partnership with the John F. Kennedy Center for the Performing Arts, the *Washington Post*, and TICKETMASTER. Since 1981, TICKETplace has served as the region's only discounted ticket outlet for arts organizations.

MUSEUMS

B'nai B'rith Klutznick National Jewish Museum
1640 Rhode Island Avenue NW
Washington, DC 20005
202.857.6583
http://www.bnaibrith.org/prog_serv/museum.cfm
Admission: Free
Metro: Red Line, Farragut North

Constitution Gardens
900 Ohio Drive SW
Washington, DC 20242
202.426.6841
http://www.nps.gov/coga/
Admission: Free. Permits are required for special events and First Amendment activities.
Metro: Blue/Orange Lines, Smithsonian

The Gardens are located between the Washington Monument and the Lincoln Memorial, bordered by Constitution Avenue, 17th Street, and the Reflecting Pool.

Corcoran Gallery of Art
500 17th Street NW
Washington, DC 20006
202.639.1700
http://www.corcoran.org/
Admission: Admission is charged.
Metro: Blue/Orange Lines, Farragut West

DAR Museum
1776 D Street NW
Washington, DC 20006
202.628.1776
http://www.dar.org/museum/
Admission: Free
Metro: Blue/Orange Lines, Farragut West

Decatur House Museum
1610 H Street NW
Washington, DC 20006
202.842.0920
http://www.decaturhouse.org/
Admission: Admission is charged.
Metro: Blue/Orange Lines, Farragut West

Folger Shakespeare Library
201 East Capitol Street SE
Washington, DC 20003
202.544.4600
http://www.folger.edu/
Admission: Free; tours at 11:00 am
Metro: Blue/Orange Lines, Capitol South

Fort Ward Museum
4301 West Braddock Road
Alexandria, VA 22304
703.838.4848
http://oha.alexandriava.gov/fortward/
Admission: Free
Metro: Yellow Line, King Street; DASH bus A-T5

International Spy Museum
800 F Street NW
Washington, DC 20004
202.393.7798
http://www.spymuseum.org/
Admission: Admission is charged.
Metro: Green/Red/Yellow Lines, Gallery Place/Chinatown

Library of Congress
1st Street & Independence Avenue SE
Washington, DC 20540
202.707.9779
http://www.loc.gov/
Admission: Free
Metro: Blue/Orange Lines, Capitol South

Lillian and Albert Small Jewish Museum
3rd & G Streets NW
Washington, DC 20001
202.789.0900
http://www.jhsgw.org/
Admission: Free
Metro: Red Line, Judiciary Square

Lyceum
201 South Washington Street
Alexandria, VA 22314
703.838.4994
http://oha.alexandriava.gov/lyceum/
Admission: Admission is charged.
Metro: Yellow Line, King Street

Manassas Museum
9101 Prince William Street
Manassas, VA 22110
703.368.1873
http://www.manassascity.org/index.asp?NID=211
Admission: Admission is charged.

Marian Koshland Science Museum
The National Academies
500 Fifth Street, NW
Washington, DC 20001
202.334.1201
http://www.koshland-science-museum.org/
Admission: Admission is charged.
Metro: Green/Red/Yellow Lines, Gallery Place/Chinatown

National Archives
700 Pennsylvania Avenue NW
Washington, DC 20408
866.325.7208
http://www.archives.gov/
Admission: Free
Metro: Green/Yellow Lines, Archives

National Archives at College Park
8601 Adelphi Road
College Park, MD 20740
301.713.6800
http://www.archives.gov/dc-metro/college-park
Admission: Free

National Building Museum
401 F Street NW
Washington, DC 20001
202.272.2448
http://www.nbm.org/
Admission: Free
Metro: Red Line, Judiciary Square

National Gallery of Art
4th Street & Constitution Avenue NW
Washington, DC 20565
202.737.4215
http://www.nga.gov/
Admission: Free
Metro: Red Line, Judiciary Square

National Geographic Museum at Explorers Hall
17th & M Streets NW
Washington, DC 20036
202.857.7588
http://www.nationalgeographic.com/museum/
Admission: Free
Metro: Red Line, Farragut North

National Museum of American Jewish Military History
1811 R Street NW
Washington, DC 20009
202.265.6280
http://www.nmajmh.org/
Admission: Free
Metro: Red Line, Dupont Circle

National Museum of Health & Medicine
Walter Reed Medical Center
6900 Georgia Avenue NW, Building 54
Washington, DC 20307
202.782.2200
http://www.nmhm.washingtondc.museum/
Admission: Free
Metro: Red Line, Takoma

National Museum of Women in the Arts
1250 New York Avenue NW
Washington, DC 20005
202.783.5000
http://www.nmwa.org/
Admission: Free
Metro: Blue/Orange/Red Lines, Metro Center

The Newseum
555 Pennsylvania Avenue NW
Washington, DC 20001
888.639.7386
http://www.newseum.org
Admission: Admission is charged
Metro: Red Line, Judiciary Square; Green/Yellow Lines, Navy Memorial-Penn Quarter

Octagon Museum
1799 New York Avenue NW
Washington, DC 20006
202.626.7312
http://www.archfoundation.org/octagon/
Admission: Admission is charged.
Metro: Red Line, Farragut North

The Phillips Collection
1600 21st Street NW
Washington, DC 20009
202.387.2151
http://www.phillipscollection.org/
Admission: Admission to the permanent collection is free during the week.
Metro: Red Line, Dupont Circle

Sumner School Museum & Archives
1201 17th Street NW
Washington, DC 20036
202.442.6046
http://www.nps.gov/history/nr/travel/wash/dc58.htm
Admission: Free
Metro: Red Line, Farragut North

SMITHSONIAN

Smithsonian ▪ American Art Museum
8th & F Streets NW
Washington, DC 20001
202.633.7970 or 202.633.1000
Comments: In the same building as the Portrait Gallery
http://www.americanart.si.edu/
Admission: Free
Metro: Green/Red/Yellow Lines, Gallery Place/Chinatown

Smithsonian ▪ Anacostia Museum
1901 Fort Place SE
Washington, DC 20020
202.633.4820
Comments: Has one of the city's finest collections of African-American art.
http://www.anacostia.si.edu/
Admission: By appointment only
Metro: Green Line, Anacostia, then W2 or W3 bus

Smithsonian ▪ Arthur M. Sackler Gallery
1050 Independence Avenue SW
Washington, DC 20013
202.633.1000
Comments: Specializes in Asian art.
http://www.asia.si.edu/
Admission: Free
Metro: Blue/Orange Lines, Smithsonian

Smithsonian ▪ Arts & Industries Building
900 Jefferson Drive SW
Washington, DC 20013
202.633.1000
Closed for renovations
http://si.edu/ai
Metro: Blue/Orange Lines, Smithsonian

Smithsonian ▪ Freer Gallery of Art
12th Street & Jefferson Drive SW
Washington, DC 20013
202.633.1000
Comments: This building, physically connected to the Sackler Gallery, specializes in Japanese artifacts.
http://www.asia.si.edu/
Admission: Free
Metro: Blue/Orange Lines, Smithsonian

Smithsonian ▪ Hirshhorn Museum & Sculpture Garden
7th Street & Independence Avenue SW
Washington, DC 20013
202.633.4674
Comments: An impressive collection of sculpture, classic, and modern, plus contemporary art.
http://www.hirshhorn.si.edu/
Admission: Free
Metro: Blue/Orange Lines, Smithsonian

Smithsonian ▪ National Air & Space Museum
6th Street & Independence Avenue SW
Washington, DC 20560
202.633.2214
Comments: Spaceships and aircraft plus an IMAX Theater.
http://www.nasm.si.edu/
Admission: Free
Metro: Blue/Orange Lines, Smithsonian

Smithsonian ▪ National Air & Space Museum
Steven F. Udvar-Hazy Center
14390 Air & Space Museum Parkway,
Chantilly, VA, 20151
703.572.4118
Comments: Located near Dulles Airport in the Virginia countryside. Contains, among hundreds of actual aircraft, the space shuttle Enterprise, the Condorde, the Enola Gay, and the Lockheed SR-71 Blackbird.
http://www.nasm.si.edu/udvarhazy/
Admission: Free, but a parking fee is charged

Smithsonian ▪ National Museum of African Art
950 Independence Avenue SW
Washington, DC 20560
202.633.4600
Comments: Ancient African Art to 20th century artifacts.
http://www.nmafa.si.edu/
Admission: Free
Metro: Blue/Orange Lines, Smithsonian

Smithsonian ▪ National Museum of American History
14th Street & Consitution Avenue NW
Washington, DC 20013
202.633.1000
Comments: Items from 200 years of American existence; railroad engines to computers to WWII and much more including the art of each period.
http://www.americanhistory.si.edu/
Admission: Free
Metro: Blue/Orange Lines, Smithsonian

National Museum of the American Indian
4th Street and Independence Avenue SW
Washington, D.C. 20560
202.633.1000
http://www.nmai.si.edu/
Admission: Free
Metro: All lines except Red, L'Enfant Plaza

Smithsonian ▪ National Museum of Natural History
10th Street & Constitution Avenue NW
Washington, DC 20013
202.633.1000
http://www.mnh.si.edu/
Admission: Free
Metro: Blue/Orange Lines, Smithsonian

Smithsonian ▪ National Portrait Gallery
8th & F Streets NW
Washington, DC 20001
202.633.1000
Comments: In the same building as the American Art Museum.
http://www.npg.si.edu/
Admission: Free
Metro: Green/Red/Yellow Lines, Gallery Place/Chinatown

Smithsonian ▪ National Postal Museum
2 Massachussetts Avenue NE
Washington, DC 20002
202.633.5555
Comments: Washington's first post office, now an active historic site providing exhibits, lectures, and special family events.
http://www.npm.si.edu/
Admission: Free
Metro: Red Line, Union Station

Smithsonian ▪ Renwick Gallery
17th Street & Pennsylvania Avenue NW
Washington, DC 20006
202.633.7970 or 202.633.1000
Comments: A collection of Oriental and contemporary American art, crafts, and artifacts.
http://www.americanart.si.edu/renwick/
Admission: Free
Metro: Red Line, Farragut North

The Textile Museum
2320 S Street NW
Washington, DC 20008
202.667.0441
http://www.textilemuseum.org/
Admission: Free (suggested contribution of $5)
Metro: Red Line, Dupont Circle

United States Botanic Garden
100 Maryland Avenue SW
Washington, DC 20001
202.225.8333
http://www.usbg.gov/index.cfm/
Admission: Free
Metro: Blue/Orange Lines, Federal Center SW or Capital South

United States Holocaust Memorial Museum
100 Raoul Wallenberg Place SW
(14th Street & Independence Avenue)
Washington, DC 20024
202.488.0400
http://www.ushmm.org/
Admission: Free, but requires advance time-entry pass.
Metro: Blue/Orange Lines, Smithsonian

United States National Arboretum
3501 New York Avenue NE
Washington, DC 20002
202.245.2726
http://www.usna.usda.gov/index.html
Admission: Free

NATIONAL/STATE PARKS AND HISTORIC SITES

Ford's Theatre National Historic Site
511 10th Street NW
Washington, DC 20004
202.347.4833
http://www.nps.gov/foth/
Admission: Free. Admission to theatrical performances is by paid ticket only
Metro: Blue/Orange/Red Lines, Metro Center, Green/Red/Yellow Lines, Gallery Place/Chinatown
Comments: The theater where President Abraham Lincoln was shot and the house across the street where he died early the next day are preserved as Ford's Theater National Historic Site.

Franklin Delano Roosevelt Memorial
1850 West Basin Drive SW
Washington, DC 20024
202.376.6704
http://www.nps.gov/fdrm/
Admission: Free
Metro: Blue/Orange Lines, Smithsonian

Frederick Douglass National Historic Site
1411 W Street SE
Washington, DC 20020
202.426.5961
http://www.nps.gov/frdo/
Admission: Admission is charged. Reservation required.
Metro: Green Line, Anacostia; B-5 bus (Mt. Rainier)
Comments: Frederick Douglass lived at Cedar Hill from 1877 until 1895. His fully restored Victorian home on the heights overlooking Anacostia offers a panoramic view of the U.S. Capitol, the Washington Monument, and the city of Washington.

C & O Canal National Historical Park
Great Falls Tavern Visitor Center
11710 MacArthur Boulevard
Potomac, MD 20854
301.767.3714
http://www.nps.gov/choh/
Admission: Admission is charged.
Comments: About 15 miles from the Mall, at the end of MacArthur Boulevard, are the Great Falls of the Potomac. The restored 19th century tavern was an important stopping point on the C&O Canal and is now a museum. Woodland paths and picnic areas are further features of the park, which is also a good starting point for hiking or cycling along the towpath. Great Falls is part of the larger Chesapeake and Ohio Canal National Historic Park, which runs for 184.5 miles from Georgetown to Cumberland, MD.

Great Falls Park, Virginia
9200 Old Dominion Drive
McLean, VA 22102
703.285.2965
http://www.nps.gov/grfa/
Admission: Admission is charged.
Comments: Excellent views of the cascading Potomac. The park has a snack bar, restrooms, visitor center, picnic facilities, and hiking trails. Fishing is permitted, but swimming and wading are not.

Korean War Veterans Memorial
Independence Avenue at the Lincoln Memorial
Washington, DC
202.426.6841
http://www.nps.gov/kwvm/
Admission: Free. Permits are required for special events and First Amendment activities.
Metro: Blue/Orange Lines, Foggy Bottom

Lincoln Memorial
West Potomac Park at 23rd Street NW
Washington, DC
202.426.6841
http://www.nps.gov/linc/
Metro: Blue/Orange Lines, Foggy Bottom

Mary Mcleod Bethune Council House National Historic Site
1318 Vermont Avenue, NW
Washington, DC 20005
202.673.2402
http://www.nps.gov/mamc/
Admission: Free
Metro: Blue/Orange Lines, McPherson Square
Comments: The Site houses the Bethune Museum and Archives, Inc., and is dedicated to the collection, preservation, and interpretation of African American women's history.

National Aquarium in Baltimore, Maryland
Pier 3, 501 East Pratt Street
Baltimore, MD 21202
410.576.3800
http://www.aqua.org/
Comments: The lightship Chesapeake is docked nearby.

National Mall
Washington, DC
http://www.nps.gov/nr/travel/wash/dc70.htm
Admission: Free. Permits are required for special events and First Amendment activities.
Metro: Blue/Orange Lines, Smithsonian
Comments: The Mall extends from the Capitol to the Washington Monument between Independence and Constitution Avenues. Footpaths, bikeways, information and map kiosks, and refreshment stands adorn the Mall. Bordering the Mall are the Department of Agriculture, the National Gallery of Art, and many of the Smithsonian Institution museums: Freer Gallery, Sackler Gallery, African Art, Arts and Industries, Hirshhorn Museum and Sculpture Garden, Air and Space, American History, and the central Smithsonian Institution building.

National World War II Memorial
17th Street between Constitution and Independence Avenues
Washington, DC
202.426.6841
http://www.nps.gov/nwwm/
Admission: Free, Permits are required for special events and First Amendment Activities.
Metro: Blue/Orange Lines, Smithsonian

National Zoo
3001 Connecticut Avenue, NW
Washington, DC 20008
202.633.4800 General Information Recording
202.633.4111 Zoo Park Police (In stormy weather, call here to see if the zoo is open.)
http://nationalzoo.si.edu/
Metro: Red Line, Woodley Park/Zoo or Cleveland Park.
Bus: L1 and L2 buses at the Connecticut Avenue entrance; H2 and H4 buses at Harvard Street.
Car: Parking is very limited. From May to September, lots may be filled by 10:30 am. Parking fees are calculated by the hour.

Rock Creek Park
3545 Williamsburg Lane, NW
Washington, DC 20008
202.895.6070
http://www.nps.gov/rocr/
Admission: Free
Comments: Established in 1890, Rock Creek Park offers 29 miles of hiking trails, 11 miles of bridle trails, tennis courts, athletic fields, and dozens of picnic areas. Rock Creek Horse Centre on Glover Road offers horse rentals and riding instruction. There is an 18-hole golf course with golf cart and club rental at 16th and Rittenhouse Streets. Reservations are required for the tennis courts. The Rock Creek Nature Center gives guided nature walks daily and has nature exhibits and planetarium shows. Demonstrations at Pierce Mill illustrate the working of a 19th century gristmill. Tours are given of the Old Stone House, the oldest dwelling in Washington.

Sewall-Belmont House National Historic Site
144 Constitution Avenue, NE
Washington, DC 20002
202.546.1210
http://www.sewallbelmont.org/
Admission: Free
Metro: Red Line, Union Station

Shenandoah National Park, Virginia
80 miles southwest of Washington via I-66 and US 340 or via I-66 and US 211
540.999.3500
http://www.nps.gov/shen/
Admission: Admission is charged.
Comments: Skyline Drive threads for 105 miles through the Blue Ridge Mountains. The park has campgrounds, mountain cottages, lodges, fishing, horse rentals, picnic spots, 94 miles of the Appalachian Trail, and 200 miles of park trails.

Theodore Roosevelt Island
Washington, DC
703.289.2500
http://www.nps.gov/this/
Admission: Free. Fishing permits are required for persons older than 16. Vehicles are not permitted on the island.
Metro: Blue/Orange Lines, Rosslyn
Comments: The parking area is accessible from the northbound lane of the George Washington Memorial Parkway on the Virginia side of the Potomac River. A footbridge connects the island to the Virginia shore. The island is also accessible to pedestrians via the Metro station at Rosslyn and a 20-minute walk following city streets to the Key Bridge, where the Mount Vernon Trail begins. Follow the trail to the island entrance.

Thomas Jefferson Memorial
Tidal Basin, South End 15th Street, SW
Washington, DC
202.426.6841
http://www.nps.gov/thje/
Admission: Free. Permits are required for special events and First Amendment activities.
Metro: Blue/Orange Lines, Smithsonian

United States Capitol
Capitol Hill, east end of the National Mall
http://www.aoc.gov/cc/capitol/index.cfm
Admission: Free, but the Capitol is open for public tours only and a ticket is required. Tours are conducted Monday through Saturday from 9:00 am to 4:30 pm. Tickets can be obtained from the kiosk near the intersection of First Street SW and Independence Avenue.
Metro: Red Line, Union Station
Comments: The Capitol is the centerpiece of the Capitol Complex, which includes six Congressional office buildings and the three buildings of the Library of Congress.

United States Navy Memorial
701 Pennsylvania Avenue NW
Washington, DC 20004
202.737.2300
http://www.navymemorial.org
Admission: Free
Metro: Green/Yellow Lines, Archives

Vietnam Veterans Memorial
Constitution Avenue & Henry Bacon Drive, NW
Washington, DC 20001
202.426.6841
http://www.nps.gov/vive/
Admission: Free. Permits are required for special events and First Amendment activities.
Metro: Blue/Orange Lines, Foggy Bottom
Comments: The Memorial also includes the Three Servicemen Statue and the Vietnam Women's Memorial.

Washington Monument
Constitution Avenue at 15th Street NW
Washington, DC 20001
(Inclined pathways lead from the parking lot and 15th Street to the entrance and elevator.)
202.426.6841
http://www.nps.gov/wamo/
Admission: Free, but a ticket is required. The Washington Monument Lodge on 15th Street opens at 8:30 am for distribution of same-day, timed tickets. An individual can pick up as many as six tickets. Tickets can be reserved in advance for a $1.50 fee per ticket at http://www.recreation.gov.
Metro: Blue/Orange Lines, Smithsonian
Comments: an elevator takes visitors to the 500-foot level. Return is by elevator as well. If you wish to walk down, you must make arrangements beforehand with the staff.

White House
1600 Pennsylvania Avenue NW
Washington, DC 20005
202.456.7041
Admission: Free. Tours of the White House Executive Residence are available for groups of ten or more. Requests must be submitted to your Member of Congress. Visit http://www.whitehouse.gov/about/tours-and-events tours or call the number above for updates.
Metro: Blue/Orange Lines, Federal Triangle; Blue/Orange/Red Lines, Metro Center

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CALENDAR OF EVENTS

MAY

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
						1
2	3	4	5	6 9:00am – 12:00pm *Building 45/Balcony B* **Laboratory Safety Event at the NIH (classroom course)** 1:00pm – 4:00pm *Building 21/Room 237* **Radiation Safety in the Lab** 1:30pm – 3:30pm *Building 45/Balcony B* **Working Safely with HIV and Other Bloodborne Pathogens**	7	8
9	10	11	12	13	14	15
16	17 9:00am – 11:00am *Building 50/Room 1227* **Using Animals in Intramural Research: Guidelines for Animal Users**	18	19	20 9:00am – 12:00pm *Building 21/Room 237* **Radiation Safety in the Lab**	21	22
23	24	25 9:00am – 11:00am *Building 45/Balcony B* **Working Safely with HIV and Other Bloodborne Pathogens** 1:00pm – 4:00pm *Building 45/Balcony B* **Laboratory Safety Event at the NIH (classroom course)**	26	27	28 8:30am – 11:00am *Building 49/Room 2A46* **Hands-on Mouse Workshop; Hands-on Rat Workshop**	29
30	31					

* SLS = Summer Lecture Series
* STARS "Learn-by-doing" Laboratory Safety Training will be offered twice a day (from 8:30 am – 12:00 pm and from 1:30 pm – 5:00 pm) every Monday through Thursday from May 17 through July 29, **with the exception of Memorial Day (May 31) and the week of June 31 through July 6. Check http://www.nihlabsafety.org/ for location.**
* National Library of Medicine tours are offered weekdays, except holidays, at 1:30 – 2:30pm in Building 38A, Room 127.

JUNE

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
		1	2 2:00pm – 3:00pm *Building 10/NIH Library Information Desk* **NIH Library Orientation Tour**	3 9:00am – 12:00pm *Building 45/Balcony B* **Laboratory Safety at the NIH (classroom course)** 1:30pm – 3:30pm *Building 45/Balcony B* **Working Safely with HIV and Other Bloodborne Pathogens**	4 10:00am – 12:00pm *Building 1/WIlson Hall* **Summer Orientation**	5
6	7	8	9 9:00am – 11:00am *Building 45/Balcony B* **Working Safely with HIV and Other Bloodborne Pathoges** 1:00m – 4:00pm *Building 45/Balcony B* **Laboratory Safety at the NIH (classroom course)** 2:00pm – 3:00pm *Building 10/NIH Library Information Desk* **NIH Library Orientation Tour**	10	11	12
13	14 9:00am – 11:00am *Building 50/Room 1227* **Using Animals in Intramural Research: Guidelines for Animal Users** 3:00pm – 5:00pm *Building 1/WIlson Hall* **Summer Orientation**	15 9:00am – 12:00pm *Building 45/Balcony B* **Laboratory Safety at the NIH (classroom course)** 12:00pm – 1:00pm *Building 10/Lipsett Amphitheater* **SLS** 1:30pm – 3:30pm *Building 45/Balcony B* **Working Safely with HIV and Other Bloodborne Pathogens**	16 2:00pm – 3:00pm *Building 10/NIH Library Information Desk* **NIH Library Orientation Tour** 3:00pm – 4:30pm *Building 1/Wilson Hall* **Applying to Medical School**	17 9:00am – 12:00pm *Building 10/Lipsett Amphitheater* **Radiation Safety in the Lab**	18 9:30am –11:30am *Building 1/WIlson Hall* **Choosing and Applying to a Graduate School**	19
20	21 11:30am – 12:30pm *Building 50/Room 1227* **Reading a Scientific Paper**	22 11:00am – 12:30pm *Building 1/WIlson Hall* **Coming Back to the NIH: NIH Programs for Undergraduates and Recent College Graduates**	23 2:00pm – 3:00pm *Building 10/NIH Library Information Desk* **NIH Library Orientation Tour** 3:00pm – 4:30pm *Building 50/Room 1227* **Summer Orientation for Returning Students**	24 10:00am – 12:00pm *Building 50/Room 1227* **Keeping a Lab Notebook**	25 8:30am – 11:00am *Building 49/Room 2A46* **Hands-on Mouse Workshop** 12:00pm – 2:00pm *Building 50/Room 1227* **Writing Personal Statements for Professional School**	26
27	28 3:00pm – 4:00pm *Building 50/Room 1227* **Creating and Presenting Dynamic Posters**	29 12:00pm – 1:00pm *Building 10/Lipsett Amphitheater* **SLS**	30 1:00pm – 2:00pm *Building 50/Room 1227* **Coming Back to the NIH: NIH Graduate Partnerships Programs** 2:00pm – 3:00pm *Building 10/NIH Library Information Desk* **NIH Library Orientation Tour** 3:00pm – 5:00pm *Building 50/Room 1227* **Summer Orientation**			

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JULY

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
				1 3:00pm – 4:30pm *Building 2/Second floor* **OITE Open Office**	2	3
4	5	6 12:30pm – 2:00pm *Building 1/Wilson Hall* **Careers in Medicine** 3:00pm – 4:30pm *Building 50/Room 1227* **Preparing for the MCAT**	7 10:00am – 11:30am *Building 50/Room 1227* **Writing Personal Statements for Graduate School** 2:00pm – 3:00pm *Building 10/NIH Library Information Desk* **NIH Library Orientation Tour** 5:00pm **Summer Poster Day Registration Deadline** 7:00pm *AFI Silver Theater and Cultural Center* **Science in the Cinema**	8 9:00am – 3:00pm *Natcher Conference Center* **OITE Graduate & Professional School Fair for NIH Postbacs and Summer Interns** 1:00pm – 4:00pm *Building 10/Lipsett Amphitheater* **Radiation Safety in the Lab**	9 10:00am – 11:30am *Building 50/Room 1227* **Putting Your Best Foot Forward (high school students)** 5:00pm **Mentor Approval Deadline/Summer Poster Day**	10
11	12 9:00am – 11:00am *Building 50/Room 1227* **Using Animals in Intramural Research: Guidelines for Animal Users** 1:00pm – 2:00pm *Building 2/Room 2W15* **Howard Hughes Medical Institute Cloisters Program, the NIH Clinical Research Training Program, and the NIH Clinical Electives Program**	13 9:00am – 11:00am *Building 45/Balcony B* **Working Safely with HIV and Other Bloodborne Pathoges** 12:00pm – 1:00pm *Building 10/Lipsett Amphitheater* **SLS** 1:00pm – 4:00pm *Building 45/Balcony B* **Laboratory Safety at the NIH (classroom course)**	14 1:00pm – 2:30pm *Building 50/Room 1227* **Making the Most of College (for high school students)** 3:00pm – 4:30pm *Building 50/Room 1227* **Making the Most of College (for college students)** 7:00pm *AFI Silver Theater and Cultural Center* **Science in the Cinema**	15 3:00pm – 4:30pm *Building 50/Room 1227* **Preparing for the GRE**	16	17
18	19	20 9:00am – 12:00pm *Building 45/Balcony B* **Laboratory Safety at the NIH (classroom course)** 1:30pm – 3:30pm *Building 45/Balcony B* **Working Safely with HIV and Other Bloodborne Pathogens** 3:00pm – 4:30pm *Building 1/WIlson Hall* **Finding Funding for Graduate School**	21 7:00pm *AFI Silver Theater and Cultural Center* **Science in the Cinema**	22 3:00pm – 4:00pm *Building 50/Room 1227* **Making the Most of Your Graduate School Career**	23 11:00am – 12:30pm *Building 50/Room 1227* **Poster "Petting Zoo"**	24
25	26 11:00am – 2:00pm *Building 50/Room 1227* **Careers in Health Professions**	27 12:00pm – 1:00pm *Building 10/Lipsett Amphitheater* **SLS**	28 7:00pm *AFI Silver Theater and Cultural Center* **Science in the Cinema**	29 9:00am – 11:00am *Building 45/Balcony B* **Working Safely with HIV and Other Bloodborne Pathoges** 1:00pm – 4:00pm *Building 45/Balcony B* **Laboratory Safety at the NIH (classroom course)** 3:00pm – 5:00pm *Building 1/Wilson Hall* **Talking Science: Designing and Delivering Successful Oral Presentations**	30 8:30am – 11:00am *Building 49/Room 2A46* **Hands-on Mouse Workshop; Hands-on Rat Workshop**	31

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AUGUST

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
1	2	3 12:30pm – 5:00pm *Biomedical Research Center, Baltimore/Atrium* **NIA/NIDA Student Poster Sessions**	4 7:00pm *AFI Silver Theater and Cultural Center* **Science in the Cinema**	5 *Natcher Conference Center* **Summer Poster Day** 9:00am – 12:00pm *Building 10/Lipsett Amphitheater* **Radiation Safety in the Lab**	6	7
8	9	10 9:00am – 12:00pm *Building 45/Balcony B* **Laboratory Safety at the NIH (classroom course)** 1:30pm – 3:30pm *Building 45/Balcony B* **Working Safely with HIV and Other Bloodborne Pathogens**	11 7:00pm *AFI Silver Theater and Cultural Center* **Science in the Cinema**	12	13	14
15	16	17	18	19 9:00am – 12:00pm *Building 21/Room 237* **Radiation Safety in the Lab**	20	21
22	23	24	25 9:00am – 11:00am *Building 45/Balcony B* **Working Safely with HIV and Other Bloodborne Pathogens** 1:00pm – 4:00pm *Building 45/Balcony B* **Laboratory Safety at the NIH (classroom course)**	26	27	28
29	30	31				

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