GUILLERMO DURAN JR., MD.

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Date / Place of birth:
05/20/1987
McAllen, Texas, United States

Nationality:
US

PROFILE:

Physician-trained Clinical Research Professional with 3.5 years of experience in the clinical research industry. I serve as an expert in site development, trial management, and compliance affairs. I have extensive knowledge in conducting over 20 phase II-III studies in Hepatology focusing on NASH Fibrosis and Cirrhosis therapeutic areas. I possess advanced experience in interpersonal skills between sponsor/CRO, partners, and site personnel regularly to manage study progress and provide site development solutions and guidance in protocol implementation and adherence.

EDUCATION:

Medical Doctor (M.D.) — August 2014 — July 2018
Universidad Autónoma de Guadalajara,
Guadalajara, Jalisco (México)

- Graduated with degree GPA of 9.05/10.00

Graduate Certificate of Public Health — August 2013 — June 2014
The University of Texas Health Science Center at Houston, Houston, TX (USA)

- Completed master-level public health courses with a GPA of 3.50/4.00

Bachelor of Science (B.S.) — June 2010 — December 2012
University of Houston, Houston, TX (USA)

- Graduated with degree GPA of 3.42/4.00 and overall GPA of 3.279/4.00

Bachelor of Science (B.S.) August 2008 — June 2010
Texas A&M University, College Station, TX (USA)

- Degree not conferred; Transferred course credits to the University of Houston

Associate of Science (A.S.) January 2006 — May 2008
Lone Star College System-CyFair, Cypress, TX (USA)

- Graduated with GPA of 3.42/4.00

EMPLOYMENT HISTORY:

Lead Clinical Research Coordinator December 2021 - Current
DHR Health Institute for Research & Development, Edinburg, TX (USA)

- Lead and supervise a team of 3 Clinical Research Coordinators, 1 Research Assistant, and 1 Research Intern.
- Ensure job role efficiency and team productivity, fostering a positive work culture.
- Implement and maintain ICH-GCP standards throughout 25 managed trials, optimizing site operations and trial efficiency.
- Cross-train research staff to enhance their skills and knowledge.
- Oversee site start-up, activation procedures, and regulatory document preparation for IRB, CRO, and Sponsor submissions.
- Monitor study progress, collect data, and implement quality assurance checks to minimize protocol deviations and study errors.
- Manage trial finances, including invoicing, sponsor payments, and generation of financial executive summaries for leadership and investigators.

Accomplishments:

1. Selected by my leaders for the EnACT Leadership Program at DHR Health Leadership Institute to enhance my leadership status and build efficient teams, operation models, and best practices.
2. Recognized as Realtime-CTMS superuser for development studies in the trial management system.
3. Recruited and completed 100% of subjects required in all trials assigned.
4. Reached more than 800 people regarding NAFLD Awareness, Prevention, and Screening.
5. Designated by sponsors as a high-enrolling site across multiple trial protocols.
6. Effectively assisted the investigator with staff training on protocols, ICH-GCP, clinical study procedures, and protocol-specific tasks.
7. Nominee employee due to work ethics, teamwork, and excellent work office relationships.

Clinical Research Coordinator — September 2019 — December 2021
DHR Health Institute for Research & Development,
Edinburg, TX (USA)

- Develop and implement clinical operation strategies to optimize trial efficiency and meet deadlines for more than 10 trials involving site vendors, CROs, and Sponsors.
- Oversee study start-up procedures and ensure timely submission of regulatory study documents to IRB, CRO, and Sponsor.
- Manage participant recruitment, screening, enrollment, and follow-up activities according to assigned trial protocol, adhering to ICH and GCP standards.
- Review and revise CTA and budget to align with site and study objectives.
- Monitor study progress, ensure data integrity, and handle data collection and entry into sponsor-specific EDCs.
- Address data queries, review patient safety variables, and report and monitor adverse events.
- Perform various clinical procedures such as transient elastographies (FibroScan liver scans), electrocardiograms, venipunctures, laboratory processing, and shipping.

Accomplishments:

1. Promoted to Lead Clinical Research Coordinator and achieved $3M USD in total gross revenue at DHR Health Institute for Research and Development while championing leadership qualities and best workflow models to organize teams and increase productivity.
2. Implemented recruitment strategies to double screening numbers across multiple trial protocols by hosting Fibroscan clinic at primary care settings and engaging providers to refer potential patients with pre-screen eligibility criteria during the COVID-19 season.
3. Oversaw protocol adherence across multiple trials by delegating tasks to the site vendors, investigator team, and study research personnel.
4. Completed 1 third-party audit hired by the sponsor.

Certified Medical Assistant — December 2018 — September 2019
DHR Health Urology Institute,
Edinburg, TX (USA)

- Prepare equipment and assist physicians with medical treatments, exams, and medical procedures to a high patient-volume at a Urology clinic.
- Complete and ensure all necessary documentation in the patient's medical record in accordance with the practice's charting policy.
- Arrange for specialized consultations and appointments for testing as ordered by the physicians.
- Assist in the assessment of patient needs and health plans.

Accomplishments:

1. Recognized employee for teamwork with a High Five Award.
2. Designated trainer for Foley Catheter insertion and care.

Clinical Information Manager / Site Scheduler August 2012 — July 2014
TeamHealth,
Houston, TX (USA)

- Supervised and cross-trained medical scribes on medical documentation, care coordination, and use of T-systems EMR.
- Managed time scheduled within the allotted time-budget for a team of medical scribes.
- Documented verbatim as per emergency physician or outside medical records, clinical events in real-time across all acuity levels in an emergency department setting.
- Maintained emergency department visit notes up-to-date with accurate capture of clinical data.
- Coordinated patient care with hospital staff, laboratory teams, and imaging teams.
- Assisted physicians in timely dispositions of patients to reduce long wait times within the emergency department.

Accomplishments:

1. Produced effective and dynamic workflows in a fast-paced setting to reduce disposition times and enhance patient care experience.
2. Cross-trained medical scribes to meet job readiness within 2 months.

Catholic Youth Program Coordinator May 2010 — August 2013
St. Elizabeth Ann Seton Catholic Church,
Houston, TX (USA)

- Lead a Bible study group of up to 15 youths between the ages of 13 to 17.
- Planned activities and events which involved tutoring, Bible study topics, charity, and community service for guidance and spiritual growth.

Accomplishments:

1. Started a Youth Program for Hispanics at St. Elizabeth Ann Seton Catholic Church and offered tutoring, mentorship, and guidance to 15+ high school-aged students.
2. Acknowledged by my leaders, church community, and parents as a role model for Hispanic youth.

INTERNSHIPS:

Clinical Research Intern — January 2011 — December 2012
Baylor College of Medicine - Texas Children's Hospital,
Houston, TX (USA)

- Conducted prospective and retrospective studies, recruited and screened patients, collected and maintained key data points in source documents.
- Applied learned concepts, including human subjects research, good clinical practice, consenting, research protocol design and methods, institutional review board processes, data management, biostatistical methods, and manuscript writing.

Accomplishments:

1. Recruited as a Clinical Research Intern from 1,000+ applicants and conducted a retrospective and prospective study while working through undergraduate and graduate coursework.

Molecular Virology and Microbiology — May 2010 — May 2012
Research Intern
University of Houston,
Houston, TX (USA)

- Assisted with conducting multiple laboratory experiments, compiling and analyzing results for studies focusing on oncolytic vectors as an alternative onco-therapy.
- Utilized biomolecular techniques (e.g., polymerase chain reaction, expression cloning, gel electrophoresis, macromolecule blotting, and probing) in lab experiments.
- Learned graduate-level molecular biology techniques building hard skills at a lab while working through my bachelor's undergraduate coursework.

Accomplishments:

1. Grant recipient from Cancer Prevention Research Institute of Texas (CPRIT) | Gulf Coast Consortia to fund the research project "Enhancement of an Oncolytic Vector and the Insertion of a Secretable Form of Granzyme B to Induce Apoptosis."
2. Presented and defended research project at Rice University.

RELEVANT EXPERIENCE:

Protocol Therapeutic Experience:

- Hepatology | NASH Fibrosis | Manager of Study Start-up / Study Coordinator | Phase II
- Hepatology | NAFL | Manager of Study Start-up / Study Coordinator | Phase III
- Hepatology | NASH Fibrosis | Manager of Study Start-up / Study Coordinator | Phase III
- Hepatology | NASH Cirrhosis | Manager of Study Start-up / Study Coordinator | Phase II
- Hepatology | ASH Cirrhosis | Manager of Study Start-up / Study Coordinator | Phase II
- Hepatology | Compensated Cirrhosis | Study Coordinator | Prospective Observational Study

Drug Type Experience:

- Adult Population:
    - Investigational Product | Hepatology (e.g., NAFL, NASH Fibrosis, and Cirrhosis, and ASH Cirrhosis)
    - Diagnostic | Hepatology (e.g., NASH Fibrosis and Cirrhosis)
    - Risk Factors | HCC in Compensated Cirrhosis

Environment Experience:

- Specialty Office:
    - Hepatology/Gastroenterology (e.g., NASH Fibrosis and Cirrhosis) and Urology
- Out-patient:
    - Hepatology/Gastroenterology (e.g., NASH Fibrosis and Cirrhosis, and ASH Cirrhosis)
- In-patient:
    - Hepatology (e.g., ASH Cirrhosis)
- Primary Care:
    - Internal Medicine and Family Medicine (e.g., NAFL, NASH Fibrosis, and Metabolic Syndrome)

System Experience:

- Clinical Trial Management System:
    - Realtime CTMS
- EDC:
    - ClinTrak EDC, Medidata RAVE, Oracle Inform, Bioclinica
- IVRS/IWRS/RTSM:
    - ClinTrack IRT, Suvoda IRT, Endpoint Clinical
- EMR:
    - Cerner-PowerChart, eClinical, T-Systems
- Reporting & Analysis:
    - MS Office Suite

SKILLS:

- Medical Knowledge
- Clinical Research Methodology
- Good Clinical Practice (GCP)
- Regulatory Compliance
- Patient Recruitment and Screening
- Data Management
- Data Analysis
- Clinical Trial Operations
- Study Start-up and Closure
- Communication and Collaboration
- Leadership and Teamwork
- Problem Solving
- Ethical Considerations
- Time Management
- Knowledge of Clinical Trial Management Systems (CTMS) and Electronic Data Capture (EDC) systems
- Medical Ethics and Regulatory Guidelines
- Interdisciplinary Collaboration
- Continuous Learning

AWARDS AND ACHIEVEMENTS:

- EnAct Leadership Development Achievement (2023)

CERTIFICATIONS:

- CITI PROGRAM: GCP for Clinical Trials with Investigational Drugs and Biologics (ICH Focus) | Issued Oct 2022 – Expires Oct 2025 | Credential ID 50183707
- CITI PROGRAM: Human Subjects Research – Biomedical Research | Issued Sep 2022 – Expires Sep 2025 | Credential ID 49529760
- CITI PROGRAM: Conflict of Interest | Issued Oct 2021 – Expires Oct 2023 | Credential ID 43654125

LANGUAGES:

- English (Fluent)
- Spanish; Castilian (Fluent)

PROFESSIONAL MEMBERSHIPS:

- Health Equity Committee Member at DHR Health (Since June 2023)
- The Society of Clinical Research Associates (Since Apr 2022)

HOBBIES:

- Soccer, Travelling, and Blockchain solutions

REFERENCES:

Available upon request