RACC Certified Research Administrator (CRA) Practice Exam (Sample)

Study Guide

Everything you need from our exam experts!

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- **Practice answering questions under realistic conditions,**
- **Improve accuracy and speed,**
- **Review explanations to strengthen weak areas, and**
- **Approach the exam with greater confidence.**

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here’s how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don’t just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There’s no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

1. Which statement correctly describes the NIH salary cap concept?

A. It applies to the salary base, not effort

B. It applies to total costs including indirects

C. It applies to the PI's effort

D. It has no bearing on calculations

2. Which statement best reflects consistency in cost principles?

A. Costs must be treated differently across projects if justified

B. Costs can be shifted between projects to match budget needs

C. Administrative salaries should be direct on all projects

D. Costs must be treated the same across all projects; example: administrative salaries cannot be direct on one project and indirect on another without justification

3. Which type of NIH funding announcement allows broad investigator-initiated submissions?

A. PA

B. Parent Announcement

C. RFA

D. NIH Guide

4. What is the Declaration of Helsinki?

A. Local hospital policies only

B. Animal welfare standards

C. Financial disclosure requirements

D. International ethics guidelines and basis for GCP

5. What does Respect for Persons mean?

A. Autonomy and protection of vulnerable individuals

B. Privacy rights

C. Justice

D. Nonmaleficence obligation

6. Which list is maintained by the Bureau of Industry and Security and governs dual-use items?

A. US Munitions List

B. Commerce Control List

C. Prohibited Persons List

D. International Traffic in Arms Regulations

7. The Belmont Report was established by which body?

A. The World Health Organization

B. The National Institutes of Health

C. The FDA

D. The National Commission

8. Which agency does not fund health research?

A. National Science Foundation

B. National Institutes of Health

C. Centers for Disease Control and Prevention

D. Agency for Healthcare Research and Quality

9. What is a Type 1 NIH application?

A. New Application

B. Resubmission

C. Renewal

D. Administrative Supplement

10. Phase II of a clinical trial is primarily focused on which objective?

A. Safety assessment

B. Efficacy demonstration

C. Large-scale testing

D. Post-marketing surveillance

Answers

1. A
2. D
3. B
4. D
5. A
6. B
7. D
8. A
9. A
10. B

Explanations

1. Which statement correctly describes the NIH salary cap concept?

A. It applies to the salary base, not effort

B. It applies to total costs including indirects

C. It applies to the PI's effort

D. It has no bearing on calculations

The salary cap sets a ceiling on the annual base salary that can be charged to an NIH grant for any one investigator. It is tied to the salary base, not to the investigator's time commitment (effort). In practice, the amount charged to NIH for a given grant must reflect the percent effort the investigator allocates to that grant, but cannot exceed the cap. So if the cap is, for example, a fixed amount for the year and an investigator has 60% effort on a project, you would charge up to that proportion of the cap to that NIH grant; the remaining salary (or any excess beyond the cap) must come from non-federal funds or other sources. The cap influences salary charges, not the total project cost including indirects, and it does require calculations to determine how much salary can be billed to NIH.

2. Which statement best reflects consistency in cost principles?

A. Costs must be treated differently across projects if justified

B. Costs can be shifted between projects to match budget needs

C. Administrative salaries should be direct on all projects

D. Costs must be treated the same across all projects; example: administrative salaries cannot be direct on one project and indirect on another without justification

Consistency in cost principles means applying the same treatment to costs across all projects unless there is a justified, approved basis to differ. Costs should be categorized as direct (traceable to a specific project) or indirect (overhead shared across projects) according to an established method. If an administrative salary is charged directly to one project, you need a clear, justified reason and the same criteria should be applied across projects; you can't switch it to indirect for another project without justification. This captures the idea that costs must be treated the same across all projects, with any deviation grounded in an approved cost allocation plan.

3. Which type of NIH funding announcement allows broad investigator-initiated submissions?

A. PA

B. Parent Announcement

C. RFA

D. NIH Guide

Investigators submit without a pre-specified topic when the funding opportunity is a Parent Announcement. This type is issued as a broad, general call that invites investigator-initiated proposals across a wide range of topics within an NIH Institute's mission, allowing researchers to propose ideas in areas they find scientifically compelling. It doesn't prescribe a specific topic or set of aims in advance, which is why it's ideal for broad, self-generated projects. In contrast, a Request for Applications targets a defined topic with a specific scope, aims, and deadlines, guiding proposals to fit that particular subject. A Program Announcement can be broad as well but is typically framed around a program area rather than the fully umbrella-style openness of a Parent Announcement. And the NIH Guide is simply the publication platform where these opportunities are posted, not a funding mechanism itself.

4. What is the Declaration of Helsinki?

A. Local hospital policies only

B. Animal welfare standards

C. Financial disclosure requirements

D. International ethics guidelines and basis for GCP

The Declaration of Helsinki is an international set of ethical principles for medical research involving human subjects, established by the World Medical Association. It guides how researchers should treat participants—prioritizing informed consent, weighing risks and benefits, protecting privacy and welfare, and ensuring independent ethical review. It has become the ethical backbone of modern clinical research and is commonly cited as the basis for Good Clinical Practice (GCP) standards worldwide. It is not about local hospital policies, animal welfare standards, or financial disclosure requirements, which cover different areas.

5. What does Respect for Persons mean?

A. Autonomy and protection of vulnerable individuals

B. Privacy rights

C. Justice

D. Nonmaleficence obligation

Respect for Persons means recognizing individuals as autonomous agents and protecting those who have diminished autonomy. In practice, this shows up in research through informed consent that is truly voluntary, understandable, and revocable at any time, so participants can decide for themselves whether to participate. It also calls for extra protections for people who can't fully protect their own interests—such as children or individuals with cognitive impairments—while still respecting their right to participate when appropriate and ensuring their welfare. Privacy rights are important and relate to confidentiality, but they're not the full scope of this principle. Justice is about fair distribution of research burdens and benefits, and nonmaleficence is about avoiding harm; both are separate ethical considerations alongside respecting persons.

6. Which list is maintained by the Bureau of Industry and Security and governs dual-use items?

A. US Munitions List

B. Commerce Control List

C. Prohibited Persons List

D. International Traffic in Arms Regulations

Dual-use items are civilian goods that could also have military applications, so their exports are carefully controlled. The Bureau of Industry and Security maintains the Commerce Control List, a detailed catalog of those items and the license requirements by category and end-use. This list, part of the Export Administration Regulations, determines what needs a license, where it can go, and under what restrictions. The US Munitions List, by contrast, is tied to ITAR and controls defense articles and services under the State Department. ITAR itself is the regulatory framework, not the dual-use item catalog. The Prohibited Persons List is a roster of individuals and entities barred from receiving items, not the list of controlled items. So the list that BIS maintains for dual-use items is the Commerce Control List.

7. The Belmont Report was established by which body?

A. The World Health Organization

B. The National Institutes of Health

C. The FDA

D. The National Commission

The Belmont Report was created by a national commission charged with protecting human subjects in biomedical and behavioral research, not by an international organization or a regulatory agency. Specifically, the National Commission for the Protection of Human Subjects of Biomedical and Behavioral Research was appointed by the U.S. Department of Health, Education, and Welfare (DHEW) and produced the Belmont Report in 1979. The report articulates core ethical principles—respect for persons, beneficence, and justice—that guide how research with people should be conducted and reviewed. It's these principles that later informed federal regulations and the establishment of Institutional Review Boards. The World Health Organization, NIH, or FDA did not establish the Belmont Report themselves, though they apply its guidance in research oversight.

8. Which agency does not fund health research?

A. National Science Foundation

B. National Institutes of Health

C. Centers for Disease Control and Prevention

D. Agency for Healthcare Research and Quality

Understanding which agency funds health research hinges on each organization's mission. The National Institutes of Health focuses on medical and health-related research across disease areas, treatments, and prevention. The Centers for Disease Control and Prevention supports public health research, epidemiology, and disease prevention strategies. The Agency for Healthcare Research and Quality backs health services research aimed at improving the quality and efficiency of healthcare. The National Science Foundation, on the other hand, funds fundamental science across a wide range of disciplines—often outside the health domain—including physics, chemistry, engineering, mathematics, and basic biological sciences. It does not have health research as its regular mission, so it's not primarily a health research funder.

9. What is a Type 1 NIH application?

A. New Application

B. Resubmission

C. Renewal

D. Administrative Supplement

A Type 1 NIH application is a New Application. It represents a brand-new project proposal that hasn't been submitted or funded before, and it isn't a resubmission of a prior review, a renewal of an existing grant, or an administrative supplement to an active award. NIH applies different application types to signal how the submission relates to prior activity, which affects review pathways and funding considerations. A resubmission is submitted after reviewer comments to address those critiques, a renewal continues an already-funded project, and an administrative supplement adds funds to an active grant for new work or expanded scope.

10. Phase II of a clinical trial is primarily focused on which objective?

A. Safety assessment

B. Efficacy demonstration

C. Large-scale testing

D. Post-marketing surveillance

Phase II is about showing that the treatment has a real therapeutic effect in patients with the condition and identifying the appropriate dose. This stage uses more participants than Phase I to gather preliminary evidence of efficacy while continuing to monitor safety. The emphasis shifts from just safety and dosing to demonstrating a signal of benefit, which is why efficacy demonstration is the best answer. Safety remains important, but it's considered alongside efficacy rather than the primary goal at this stage. Large-scale testing and post-marketing surveillance occur later (Phase III and Phase IV, respectively).

Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

https://racccra.examzify.com

We wish you the very best on your exam journey. You've got this!