IRB Launch
Summary for End Users
Researchers & Administrative Support Staff

Log into the module with your EID: irb.research.utexas.edu

Transition Timeline

<table>
<thead>
<tr>
<th>New Studies</th>
<th>All Study Types</th>
<th>Contact IRB Office</th>
<th>Aug./Sep.</th>
<th>October</th>
<th>November+</th>
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<tbody>
<tr>
<td>Before Go-Live</td>
<td></td>
<td>UT RMS</td>
<td></td>
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<tr>
<td>Full Board</td>
<td>IRBaccess</td>
<td>• Full board studies will be transferred to UT RMS on accelerated schedule, assisted by the IRB Office</td>
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<tr>
<td>Exempt &amp; Expedited</td>
<td>IRBaccess</td>
<td>• Study Teams are encouraged to transfer studies to UT RMS at time of CR</td>
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<td>• Until transferred, all other actions in IRBaccess</td>
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Key Changes
- New Terms:
  - IRB Analyst = IRB Coordinator
  - Amendment = Modification
  - Unanticipated Problem(s), etc. = Reportable New Information
  - Determinations:
    - Explicit Conditions = Modification Required
    - Tabled = Deferred
    - Summarized in Glossary
- Workflow Improvements:
  - Forms:
    - Streamlined web and “paper forms” with fewer questions
    - Unlocked documents for easier collaboration
    - Personnel & Amendment Summary Forms eliminated
  - Permissions:
    - Only PIs/PI Proxies may submit studies
    - DRC review does not block new study submission
  - Other Features:
    - Easily check submission status via Workflow Diagram and History details
    - Training Reports available for Study Team Members
    - Forms, templates, and other documents all available in IRB Library
    - Robust document versioning, tracking and storage
- Student-led Research:
  - Faculty sponsor will be PI of Record
  - Student bears Student Lead Investigator role & may be assigned PI Proxy, to act as PI of study

Resources

Within IRB Module
- In-Line Manual:
  - Walk-throughs
  - Help Text
- Library tab:
  - Investigator Manual
  - Worksheets & Checklists
  - Protocol & Consent Templates

On Our Project Website
- Get Help Now page:
  - Live Chat
  - IRB resources
- FAQ's & Resources page:
  - By Roles:
    - Researcher
    - Departmental End User
    - Central Office Staff

Study Teams are encouraged to contact the IRB Office if they have questions about a specific study