Protocol Review and Winter Break

The Office of Research Support (ORS) will be closed for winter break beginning December 23, 2011 and will reopen January 3, 2012.

In order to assist you and ensure the ORS is able to facilitate the review of IRB protocol submissions, exempt and expedited protocols received before the close of business on December 7, 2011 will be processed before the end of business on December 22, 2011. Please note that if the protocol requires substantial revision, the ORS may not be able to complete the review of those changes. All efforts made to avoid waiting until the last day will be appreciated.

IRBaccess Training Tip

Complete your CITI training as soon as possible as it may take up to two days for IRBaccess to display your completed training.

New IRB Chair Appointed

Dr. James Wilson, a longtime member of the IRB, has been appointed as the new IRB Chair, effective September 1, 2011. He has chosen Dr. Sanna Thompson to serve as the IRB Vice Chair.

Update IRB Contact Information in Informed Consent Documents

To reflect the change in IRB leadership, be sure that your informed consent documents are updated for your protocols. To address, “Whom to contact with questions concerning your right as a research participant,” please begin using the following language: “For questions about your rights or dissatisfaction with any part of this study, you can contact, anonymously if you wish, the Institutional Review Board by phone at (512) 471-8871 or email at orsc@uts.cc.utexas.edu.” Always use the templates and forms provided on the ORS website to ensure you are using the current versions with your submissions.

Processing Time Frames: What You Can Expect

The general processing time of an IRB application depends on several factors:

Faculty Sponsor (FS) & Departmental Review Committee (DRC). ORS does not receive a protocol application until the FS and/or the DRC review the protocol and electronically sign-off.

Quality. Protocols that contain contradictory information, unclear, or missing information may require substantial revision, which increases the review time. You can facilitate this by having a colleague proof-read your protocol prior to submission.

Level of Review. Exempt, Expedited, and Full Board level reviews vary in the time required for IRB review and approval. Visit the ORS website for additional information at http://www.utexas.edu/research/rsc/humansubjects/timeline.html

Time of Year. There is a large increase in the number of protocol applications at the beginning and end of both the Fall and Spring semesters.

Educational Workshops

Multi-discipline educational sessions and workshops are available to assist you with IRB submissions. The first hour of each session is a presentation; the second hour is a workshop along with a Q&A session.

The next session covers IRB General Processes & Human Subject Research (RC201) and will be on January 24, 2012 from 9-11 a.m. in ACE 2.402.

For more information and registration, visit http://www.utexas.edu/research/rsc/news/