IRBIS changes, effective 6:00 PM, July 16, 2019

IRBIS 5.11.03 Update:

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IRBIS Update Q&A Session with OHRE

A call-in Q&A update has been scheduled for July 24 @ 2 PM. Please join us to discuss this update and provide feedback about these changes and other future recommendations.

Join Zoom Meeting
https://unc.zoom.us/j/135866140

+1 929 436 2866 US (New York)

Meeting ID: 135 866 140

IRB Renewal Submission Types

When creating a renewal submission at the time of your annual continuing review, you will now be presented with three options:

- When No Changes is selected, you have indicated that you are submitting the renewal request only, and will be presented with the Progress Report section of the application. It will not be possible to make any changes to the project personnel, study design, or any other portion of the IRB application.

For the following two renewal submission options, the renewal with modification option has been moved out of the Progress Report screen. All Modification options will now be displayed in the Continuing with Renewals section, following the Progress Report.
• When Personnel Modification Only, you will have access to the Progress Report section, Modification section, and the Project Personnel portion of the IRB application.
• If you choose Study Modification, this indicates that you will be making more substantive changes to your IRB application.

Renewal Conversion Wizard

With these new renewal submission types, we have also added a new button to convert your renewal submission from one type of request to another. If you first choose No Changes, but later determine changes are needed, simply click the wrench icon at the top of the screen:

This change request can also be selected from the Continuing with Renewals screen where you would indicate what changes are needed. The No Changes Renewal comes pre-populated with the answer locked as no, but it can be changed by clicking the wrench icon:
When selected, you will have the option to choose either the Renewal Type of Personnel Modification Only, or Study Modification:

If Personnel Modification Only is selected, the Continuing with renewals screen will be displayed with the appropriate pre-populated answers:
If you determine that additional changes are needed, you have the option to click the wrench icon and choose the Study Modification renewal type:

The Personnel Modification Only option will be greyed out, and there is no option to select no changes. Once a more comprehensive version of the Renewal submission is unlocked, it is not possible to move backwards. If you decide this action is needed prior to Submitting to Routing, we recommend that you click Delete Submission in the upper right-hand corner of the screen.

We hope that these options will facilitate more expeditious renewal submission application completion, OHRE reviews, and better understanding between researchers and the IRB about which types of changes they are making.

**Ramses Project Personnel Import Wizard**

If on an initial submission, no research project personnel have yet been added, researchers will have the option to use the Ramses look up tool to select a Ramses proposal and import the Ramses number, funding source(s) and relevant Research Project Personnel.
This Project Personnel Wizard will be automatically displayed when you navigate to the General Information > Project Personnel section:

You have the option to search by Principal Investigator name, or the RAMSeS Number. When you select the related RAMSeS project, you will have the option to import sponsors and personnel directly into IRBIS. As the RAMSeS proposal may contain sponsors and staff not relevant to IRBIS, simply uncheck those that you do not wish to import.
As the roles in RAMSeS are slightly different than those in IRBIS, we would recommend a quick review to ensure all information is accurate.

For questions or comments, please contact IRBIS@unc.edu