

# PI Certification (1)

## PI Submits and Certifies

The image shows a two-step process for PI certification. Step 1 involves navigating from the 'Item List' to the 'Submit And Certify Application' screen. Step 2 involves clicking the 'Submit And Certify' button on the application form. Step 3 shows the 'Application Status' screen where the certification date and time are recorded.

**1) At the bottom of the Item List, click the Proceed to Submit button to submit the application to Routing.**

**2) On the Routing screen, click the Submit and Certify button to confirm the preceding attestation. (Note: Clicking this button constitutes a legally binding signature.)**

**At Application Status screen, you may note the date and time of certification.**

**Item List** click on section name to expand

- General Information
- Part A. Questions Common to All Studies
- Part C. Existing Data, Records, Specimens
- NHSR
- NHSR Activities
- Attachments
- Approving Depts
- Cover Memo

The Application can be submitted at this time.

**Routing >> Submit And Certify Application** Reference ID: 132516

Current Application: Quick View (HTML) PDF Delete Submission

**Application** Community Versus Clinic-based ART Adherence Clubs to Enhance Patient Long-term Retention-in-Care (SELENIUM TEST)

**Principal Investigator:** Annelies Van Rie

At this point you are ready to proceed to submission. Please review for completeness and accuracy using either the Quick View or the PDF icons in the upper right corner. You should not submit until you (and your co-investigators, faculty advisor and other personnel, where applicable) are done editing. After you click submit, the application will be sent to the PI for certification (final approval). The application will be locked for editing once the PI has certified.

**DO NOT SUBMIT** until you (and your faculty advisor, co-investigators and other personnel, where applicable) are done editing. The application will be locked for editing once you submit. This may be especially important for STUDENTS if your Faculty Advisor has not reviewed your submission yet.

**By certifying below, the Principal Investigator affirms the following:**

I will notify the IRB if the scope of the activity changes in such a way that the answers on this form are no longer valid. I will ensure that all collaborators, students and employees assisting in this project are aware of these obligations. All information given in this form is accurate and complete.

**Submit And Certify** Cancel

**>> Application Status** Reference ID: 132516

Submission Status: Routing Complete Created By: Michael Thornton

Principal Investigator: Annelies Van Rie Being Routed By: Annelies Van Rie On 02/20/2015

Submission Type: Initial IRB: Non-Biomedical

Study Title: Community Versus Clinic-based ART Adherence Clubs to Enhance Patient Long-term Retention-in-Care (SELENIUM TEST)

Routing Routing Comments Status History Submitted Documents Personnel

**Investigator(s) who must certify this Submission**

Investigator	Role	Decision
Annelies Van Rie	Principal Investigator	Certified on 2/20/2015 02:01:50 PM

**Department(s) that must approve this Submission**

Department	Approving Person(s)	Approving Decision
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PI Certification (2)  
Documentation of Electronic Signature

Your certification is translated to an electronic signature placed at the bottom of the pdf version of your application -- the permanent record of your submission.

**By certifying below, the Principal Investigator affirms the following:**

I will notify the IRB if the nature of the activity changes in such a way that the answers on this form are no longer valid. I will ensure that all collaborators, students and employees assisting in this project are informed about these obligations. All information given in this form is accurate and complete.

**If PI is a Student or Trainee Investigator, the Faculty Advisor also certifies the following:**

I accept ultimate responsibility for ensuring that this project complies with all the obligations listed above for the Applicant.

**Certifying Signatures:**

**Signature:** Electronic Signature Received

Annelies Van Rie

**Date:** 2/20/2015 02:01:50 PM