

OnCore Communication Memo

Memo #: 27 – Initial IRB Review Tab - Updated Submit Date Definition

To: All Research Managers, Regulatory Coordinators, SRC Coordinator

From: System Administrator

Effective Date: August 20, 2016

Purpose: In order to more accurately track the time from Original IRB Submission for metrics purposes, the Submit Date for the Original IRB Review in OnCore will change starting August 20, 2016. Currently the date used in OnCore is the original PI Submit Date, however, this is not the date the IRB actually receives the submission. Therefore, on August 20th, eBridge is adding a new Activity date to reflect the date the protocol was Received by IRB Office (see examples below), and that is the date that should be entered into the OnCore initial Submit Date field.

History	Consents/Docs	Dept Approvals	Ancillary Approvals	Change Tracking	IRB Reviewer Notes
If an Activity below indicates "Reviewer Notes Logged", select the IRB Reviewer Notes tab to make the requested changes.					
Filter by <input type="text" value="Activity"/> <input type="text"/> <input type="button" value="Go"/> <input type="button" value="Clear"/> <input type="button" value="Advanced"/>					
Activity	Author	Activity Date			
Received by IRB Office	Administrator, System	8/10/2016 5:25 PM			
Approved Application by Department	David, Alan K	8/10/2016 5:25 PM			
Submitted Application	Hathaway, Lauren E	8/10/2016 12:50 PM			
Presubmission More Than 90 Days Reminder	Administrator, Site	8/1/2016 1:56 AM			
Presubmission More Than 90 Days Reminder	Administrator, Site	7/1/2016 1:57 AM			

History	Consents/Docs	Dept Approvals	Ancillary Approvals	Change Tracking	IRB Reviewer Notes
If an Activity below indicates "Reviewer Notes Logged", select the IRB Reviewer Notes tab to make the requested changes.					
Filter by <input type="text" value="Activity"/> <input type="text"/> <input type="button" value="Go"/> <input type="button" value="Clear"/> <input type="button" value="Advanced"/>					
Activity	Author	Activity Date			
Received by IRB Office	Administrator, System	8/9/2016 6:13 PM			
Ancillary Decision Submitted <i>Approved</i>	Prost, Lynne M	8/9/2016 6:13 PM			
Approved Application by Department	Hathaway, Lauren E	7/22/2016 8:28 AM			