

Notifications Encyclopedia

Study Team



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Your IREx user account has been created

Recipients

Reviewing IRB, Relying HRPP, Study Managers, Site Study Teams

Category
User Account

Occurrence

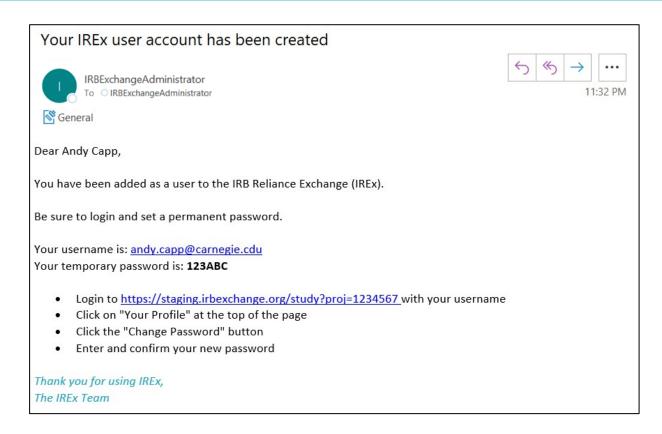
When someone first gains access to IREx

Attachments

None

Why

To receive login information for IREx



IREx Password Reset Request

Recipients

Reviewing IRB, Relying HRPP, Study Managers, Site Study Teams

Occurrence

When someone forgets their password

Why

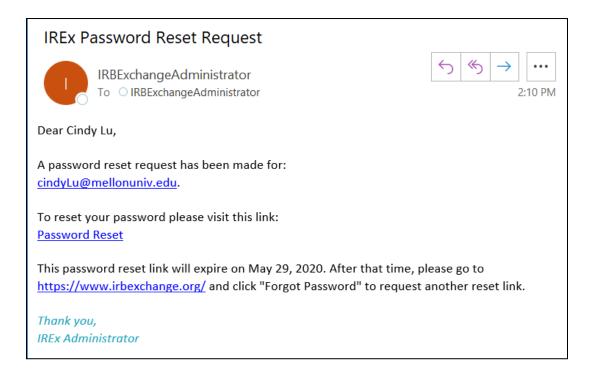
To receive temporary password to log into IREx

Category

User Account

Attachments

None



IREx Study at your site

Recipients

Study Managers, Relying HRPP, Site Study Teams

Occurrence

When the Study Manager presses the Notify HRPP button to alert the site HRPP and study team that the study is in IREx.

Why

To connect the local HRPP & study team so they can discuss how to initiate reliance at their site.

Category

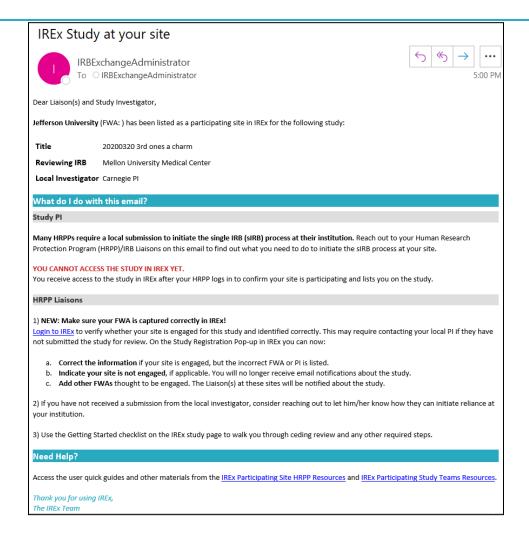
Site Engagement

Attachments

None

Note

Links to IREx study page, Participating Site HRPP resource page, & Participating Study Team resource page



Access to Your Study In IREx

Recipients

Study Team

Occurrence

When the Relying HRPP gives the PI access to IREx

Why

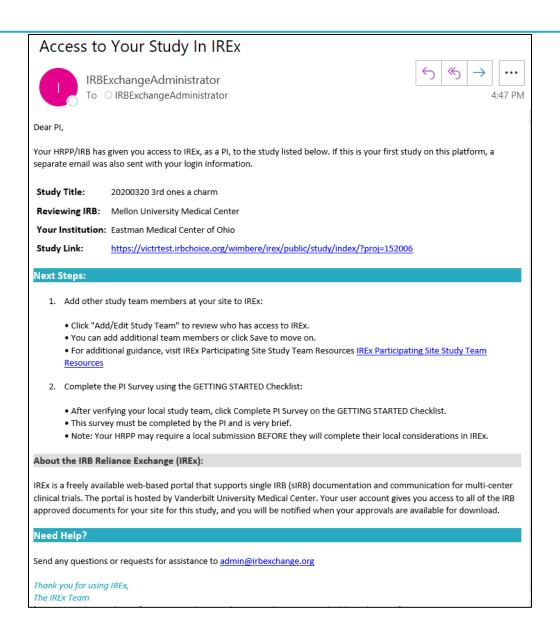
To let the PI know they have access to IREx & next steps

Category

Study Access

Attachments

Link to Participating Site Study Team Resources



Action Required: Complete the PI Survey in IREx

Recipients

Study Team, Relying HRPP

Occurrence

When the Relying HRPP has completed all of their steps in IREx, but the PI has not completed their survey.

Why

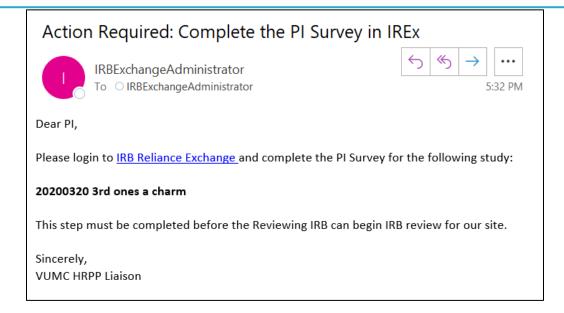
To remind the PI to complete the PI survey in IREx

Category

Local Considerations

Attachments

None



Action Required: Acknowledge the PI Survey in IREx

Recipients

Study Team, Relying HRPP

Occurrence

When the PI survey is completed if the HRPP has already completed all of their steps in IREx

Why

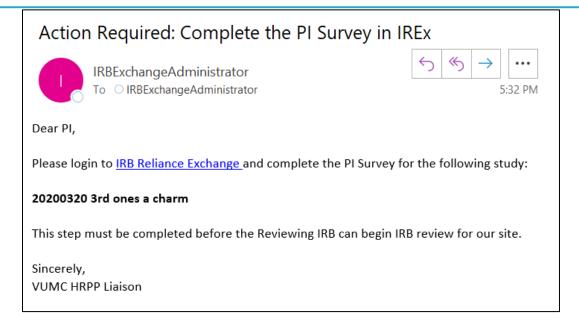
To let the Relying HRPP know to log back into IREx to complete this last step (since their other steps are done)

Category

Local Considerations

Attachments

None



Update: The PI Survey was edited by your site

Recipients

Study Team

Category

Local Considerations

Occurrence

When edits are made to the PI survey

Attachments

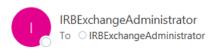
None

Why

To let the PI know an edit has been made in the PI survey

Preview

Update: The PI Survey was edited by your site





Dear All,

Violette Brady made edits to the PI Survey for the study titled Influenza in Mars.

Survey response changes are noted below.

Survey Field	Previous Response	Updated Response
RECRUITMENT PLAN: Are there any differences to the initial contact and/or recruitment plan at your site from that described in the protocol or associated documents based on local requirements or state law?	No	Yes
How does the recruitment plan differ? Please describe the specific steps to be used to identify and/or contact prospective participants at your site. Also, if applicable, describe how you have access to lists of potential participants.	-	The site will use PI as well as Coordinators to recruit participants for the study.

login to the study here. Then, from the top of the study page, click on Site-

specific Info and select PI survey.

Thank you, IREx Administrator

IREx: Notification of Reliance

Recipients

Reviewing IRB, Relying HRPP, Study Managers, Site Study Team

Occurrence

When the Relying HRPP accepts the SSRP to Indicate Reliance on the Reviewing IRB

Why

To confirm the Relying HRPP has Indicated Reliance

Category

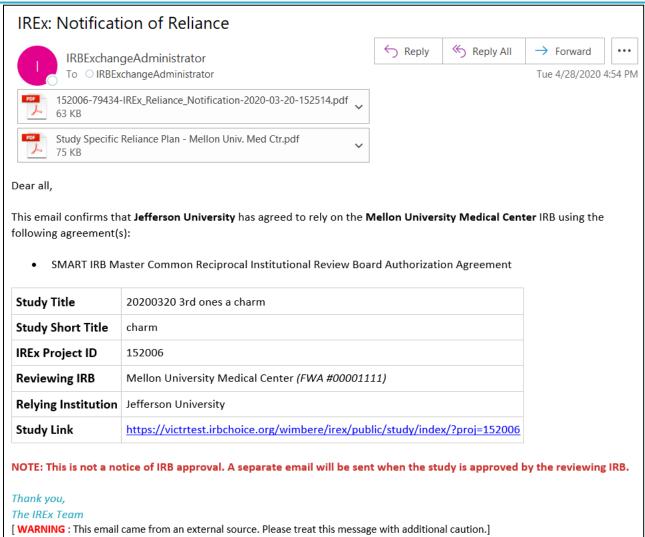
Reliance Decision

Attachments

SSRP, Reliance Notification

Note

This is not a notice of IRB approval.



IREx: New IRB Approval For Your Site

Recipients

Reviewing IRB, Relying HRPP, Study Managers, Site Study Teams

Occurrence

When the Reviewing IRB approves a Site

Why

To alert the Relying HRPP, PI & coordinator that their site was approved by the Reviewing IRB and their documents can be downloaded

Category

Approval Status

Attachments

None

Preview

IREx: New IRB Approval For Your Site



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Dear Liaisons and Study Contacts,

Mellon University Medical Center has shared IRB approval for your institution, Carnegie University Medical Center, in IREx for the study below:

Study Title: 20200320 3rd ones a charm

Type of Review /

Approval:

Initial Study: Expedited

Expiration Date: 3/9/2021

Study Link: https://victrtest.irbchoice.org/embryb/irex/public/study/index/?

proj=138554

Principal Investigators & Study Contacts:

Your approval documents are available in <u>IREx</u>. If you have any questions about your approval or future submissions, please contact the Coordinating Center (CC)/Lead Study Team (LST) or Reviewing IRB. If needed, contact information for the CC/LST is provided in a blue button just under the study title in IREx.

Thank you for using IREx,

The IREx Team

IREx: Updated Approval For Your Site

Recipients

Reviewing IRB, Relying HRPP, Study Managers, Site Study Teams

Occurrence

When the Reviewing IRB or Study Manager updates an existing approval for the site

Why

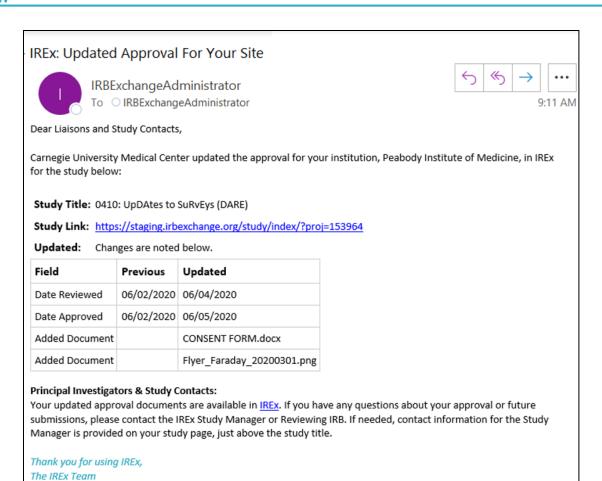
To alert the Liaisons and study team of any changed approval details, such as documents or dates

Category

Approval Status

Attachments

None



IREx: New IRB Approval For Your Site (Continuing Review)

Recipients

Reviewing IRB, Relying HRPP, Study Managers, Site Study Teams

Occurrence

When the Reviewing IRB or Study Manager uploads a Continuing Review approval for Sites

Why

To alert the Relying HRPP & PI of the Continuing Review approval and their new approval documents that are available

Category

Approval Status

Attachments

None

Preview

IREx: New IRB Approval For Your Site





Dear Liaisons and Study Contacts,

Mellon University Medical Center has shared IRB approval for your institution, Jefferson University, in IREx for the study below:

Study Title: 20200320 3rd ones a charm

Type of Review / Approval: Continuing Review: Expedited

Expiration Date: 4/28/2022

Study Link: https://www.irbexchange.org/study/index/?proj=19

Principal Investigators & Study Contacts:

Your approval documents are available in IREx. If you have any questions about your approval or future submissions, please contact the Coordinating Center (CC)/Lead Study Team (LST) or Reviewing IRB. If needed, contact information for the CC/LST is provided in a blue button just under the study title in IREx.

Thank you for using IREx, The IREx Team

IREx: New IRB Approval For Your Site (Amendment)

Recipients

Reviewing IRB, Relying HRPP, Study Managers, Site Study Teams

Occurrence

When the Reviewing IRB or Study Manager uploads an Amendment for the Participating Sites

Why

To alert the Relying HRPP & PI of the amendment – including a brief change summary – and their new approval documents that are available.

Category

Approval Status

Attachments

None

