Welcome to Emory!

We are glad you have joined our institution! Our IRB is excited to help you with your research needs, and provide guidance during your study review process. Here are some important webpages when starting your process:

- **Do you need to submit your study to the Emory IRB?** It will depend if your study is considered human subjects research or not. If you (perhaps after consulting with us) determine that your study is human subjects research, you will need to submit your proposal and other documents to our IRB. You and your research team need to simply sign into eIRB to obtain an account. If you have a collaborator who is not affiliated with Emory, you may need to request an account for them.

- **What training do I need?** Ensure that everyone in your research team is properly trained before starting your project. Go to our training page for more information. If conducting human subjects research, you will be required to undergo the relevant CITI training; in addition, if you are working on a clinical trial, you may be required to take additional in-person or online training (online training is also in CITI).

- **What does Emory require for consent and protocol documents?** Use our latest templates for lay summary, protocol and informed consents/HIPAA authorizations.

- **What about waivers?** If you are doing research that does not require consent from participants, you may find our waiver page useful when planning your study. Examples of this type of research are chart reviews, or minimal risk studies where a waiver of consent is justified.

- **I have other questions!** We’d love to help. We do also have a useful FAQ that may solve some questions you may already have.
  - Our Education page has other useful information. Under “Updates,” we have email blasts that we have sent in the past months. Make sure you sign up for our listserv by emailing us at irb@emory.edu! In addition, we have information about our outreach and help clinic, eIRB instructional videos and our webinars for past and future information.

We encourage you to contact us to set up a meeting with the IRB, so we can learn about your needs and what we can do to help. Our contact information can be found in our contact page.

On the next page, find additional considerations if you are affiliated with Emory and conducting research at Children’s Healthcare of Atlanta, the Atlanta VA Health Care System, St. Josephs or Johns Creek, Grady Health System or other external collaborators.
Research Collaborations with Children’s Healthcare of Atlanta

**CHOA IRB Review:** CHOA-only chart reviews and questionnaires with CHOA patients/families; Industry Sponsored Clinical Trials solely at CHOA; and Children’s Oncology Group (COG) Funded Studies. Submit at CHOA IRB Website.

Emory Faculty/Staff Research at Grady

**Emory IRB Review:** Industry Sponsored Clinical Trials not solely at CHOA (i.e., Grady, Hughes Spalding, Midtown, Ponce Clinic); Investigator Initiated Clinical Trials; Federally Sponsored Research (i.e., NIH, FDA, CDC). If Emory reviews, team submits study via eIRB and submits to CHOA IRB an acknowledgment form.

Research at Emory St. Josephs and Johns Creek Hospitals

Team submits study via eIRB. After IRB approval, study needs to be approved by the Grady Research Oversight Committee before research starts.

Atlanta VA

Team submits study via eIRB. During IRB review, the protocol and informed consent should be forwarded to Rebecca Heitkam to ensure compliance with Catholic ethical and religious directives. More information can be found in this document.

External Sites

Make sure to review this guidance to researchers before submitting to our office. When ready, team submits study via eIRB. After IRB approval, requires approval by the R&D committee. More information in our website.

If you plan to collaborate with an external site, make sure you review our Collaborative Research and External IRB’s page as you may need an agreement before research starts.