New eIRB: Latest Information and Plans

New eIRB System Webinar Series
Topics Covered in this Presentation

- Current timeline for Project
- How is the system going to change?
- What else will change?
- How are my studies going to be impacted?
- How should I prepare for the Transition?
- How is the IRB going to communicate latest updates?
- Where to go if I have additional questions or if I want to help with testing?
Project Timeline

Current Timeline for Project

- **2020/2019**
  - Onboarding
    - Learn the eIRB SaaS solution
    - Plan the implementation
    - Assign Responsibilities to the team
  - Technical Implementation
    - IRB office to engage project champions
    - Tailor the software for Emory’s needs
  - IRB Toolkit Rollout
    - Rollout new and updated SOPs, Worksheets and Checklists.
    - Toolkit is used by IRB Staff, IRB Members and Researchers submitting studies.
  - User Acceptance Testing
    - Involve additional Emory users of IRB to test eIRB SaaS
  - Migration of Data from legacy IRB to new eIRB
    - Restrict submissions to the eIRB RX, to migrate all studies to eIRB SaaS.
    - Studies that are not yet active will be fully processed in the legacy environment before being migrated to eIRB SaaS.

- **Target Go Live Q1 2020**
Current Timeline for Project
How is the system going to change?

- Fewer smartform pages for all applications
  Example: New study smartform is ~7 to 10 pages, not 10 to 36
- Fewer questions per page
- New protocol and site-supplement templates to capture most information
  Less repetition
How is the system going to change?
What else will change?

• New and revised worksheets and checklists for the new system.
• New protocol templates that will contain additional information (including site-supplement templates to capture Emory-specific information in multisite studies)
• As soon as these documents are available they will be posted on our website under http://www.irb.emory.edu/eirb_project_huron_saas/index.html.
• Revisions to the documents will likely continue throughout the transition as we test them out. Some documents may be hosted in the new electronic system and in our website.
How are my studies going to be impacted?

• Currently approved IRB studies: Will be migrated at a TBD date – likely the beginning/middle of January. Our go-live date is tentatively scheduled for the end of January/beginning of February.

• New studies: During study migration, you will not be able to submit new studies either the old or new system. The Emory IT Team and the vendor (Huron) aim to make this period as short as possible. Stay tuned! (We will handle extremely urgent items on a case-by-case basis)

• Continuing reviews and amendments: Will be on hold near the end of the migration period
Development work is intensive

You may notice slightly longer turnarounds during times of peak IRB staff work on development and testing

For more information about our turnaround times: http://www.irb.emory.edu/about/IRB%20Target%20Turnaround%20Times.html
How should I prepare for the transition?

• Save your closed study documents to fulfill Emory retention requirements!
  • Only active studies and those closed within the last three years will be saved in the new system during data migration

• Submit new studies in early December, or after our go-live, to prevent delays due to the migration of studies
  • New studies still under review in the old system during initial migration are omitted from the first-wave migration, and cannot have Amendments until migrated in a later wave
  • We are working on contingency plans for special cases
How should I prepare for the transition?

- Reportable event submissions will not be restricted but may need to be submitted via paper submission depending on timing.
  - We will detail this process in a future webinar.

- Timelines are tentative and may change due to technical challenges.

- We will provide you with calendar reminders that could be saved on your personal calendar when these dates are confirmed.
How will the IRB communicate updates?

- **Webinars**: find future installments and previous recordings at [http://www.irb.emory.edu/Training/webinars.html](http://www.irb.emory.edu/Training/webinars.html)
- **Website**: dedicated page with updates at [http://www.irb.emory.edu/eirb_project_huron_saa/index.html](http://www.irb.emory.edu/eirb_project_huron_saa/index.html)
- **Email blasts**: if not receiving these emails, contact Jessica Blackburn at [jessica.blackburn@emory.edu](mailto:jessica.blackburn@emory.edu) to be added to the email group
- **In person training**: we will be in contact with University Departments to offer in person trainings. If you are interested, email Shara Karlebach at [swilli7@emory.edu](mailto:swilli7@emory.edu)
- **Zoom Training**: we will offer training sessions at the end of the year when the system is ready for training and testing. We will post dates when we know more
- **Videos**: the vendor (Huron) will create training videos that will be available in our website (in process)
Can I help with testing?

- We need all types of users to help with testing the new system. If you are interested, email Maria Davila at maria.davila@emory.edu to be placed in a testers list. You will be contacted around October with an invitation.
What if I have additional questions?

If you have additional questions, contact any member of our staff leadership at [http://www.irb.emory.edu/about/staff.html#tab2](http://www.irb.emory.edu/about/staff.html#tab2)

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thank you