Process for Opening a Research Study

Is a committee other than Research Feasibility or IRB needed for the study to proceed? (Ex. Laser, IBC)
- yes: Proceed to other committees for approvals or begin approval process
- no: Provide study details* via iRIS portal.
  - Include both Feasibility and IRB documents if IRB approvals are needed

Feasibility Review
Will take 48 hrs to 2 wks depending on study complexity and type of feasibility review

Approved for Feasibility?
- yes: Study can be opened
- no: Proceed to IRB for approval if applicable
  - Will take 3 wks for review
  - Study approval sent within 7-10 days of review

Approved through IRB?
- yes: OSP will negotiate contract and budget
  - (Turnaround time depends on Legal review and negotiations with sponsor)
- no: Tabled for further review or Not approved per Institutional Official

sent to Privacy for approval during review (48 hr turnaround)
sent to IM for approval if study will be transmitting documents electronically (10 day turnaround)

Email notification received to modify study as requested and resubmit via iRIS portal

*Information Required:
Research Feasibility Forms
Research Protocol
Preliminary Budget
Draft Contract
Consent Forms
Data Abstraction Forms
HIPAA Authorization
(Not all documents required based on type of study)

Please note: Turnaround times are approximate
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