



Research Administration

Human Research Protection Program

Human Research News

October 11, 2024

1) WebIRB “Edit Study Personnel” Activity will be Deactivated on 10/14/2024

To support the successful migration of remaining studies in webIRB, the Edit Study Personnel activity will be removed as of Monday, October 14, 2024. This will minimize the instances where this activity is used to update study personnel after the study has already been prepped and queued for migration to BruinIRB. Staff added using this activity after the submission enters the migration process are not captured as part of the data transfer process.

As of Monday, October 14, 2024, all **study team updates for submissions managed in webIRB** must be processed by creating and submitting an amendment.

Please feel free to contact webIRBhelp@research.ucla.edu with any questions about this change.

2) Updating Your BruinIRB Profile Lived Name

Earlier this year, we made some changes in BruinIRB to comply with the [UC Gender Recognition and Lived Name Policy](#). This required UCLA employees to update their lived names in UCPATH instead of directly in the system. We recently were able to complete the integration with the UCLA Student Database so that a similar process can be applied to students. Please review the instructions below to update your profile as necessary:

BruinIRB | UC
Execute "Update Profile UCLA" on 002617190 - Google Chrome
bruinirb.research.ucla.edu/IRB/sd/ResourceAdministration/Activity/form?ActivityType=com.webbridge.entity.Entity%5B%5C196E6A7311EBD880C00F313A0D00...

Update Profile UCLA

Next Steps

Update Profile UCLA

First Name: Michael
Middle Name: C
Last Name: Yuan

UC Employees: **Change the "Name" fields in UCPath** using the steps in this UCPath help article. The fields in the "Name" section represent your "Lived Name". **Do not change the "LegalName" fields in UCPath.** After UCPath has been updated, the new name will appear in this system approximately 24 hours later.**

Students*: Change Lived Name via the MyUCLA Lived and Legal Name feature. **Do not change the "Legal Name" fields in MyUCLA.** After MyUCLA has been updated, the new name will appear in this system approximately 48 hours later.

Unaffiliated users: Send an email request to BruinIRB@research.ucla.edu.

*Student workers who are UC Employees should update name in UCPath using the UC Employees instructions above.

**Per the UC Gender Recognition and Lived Name Policy, IX. APPENDIX. II. A. 4., lived name must be collected in the *Primary IT Resource* and pushed to downstream systems; the *Primary IT Resource* for UC employees is UCPath.

1. Degree(s):

3) OHRPP's Office Hours

[Register once](#) to join any session:

Upcoming Office Hours:

- October 24th, 2024 at 2pm
- November 7th, 2024 at 2pm

This message was originally sent via the Human Research News mailing list. If you would like to subscribe to future announcements, please visit [ORA and Department News Subscription](#)