



OHRPP Updates

December 10, 2020

OHRPP Updates

Winter Closure & revised full board deadlines



PI annual assurances – reminder



Learn at Lunch



OHRPP Office Hours & Human Research
News





Winter Closure & revised full board deadlines

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The office of the Human Research Protection Program ***will be closed from 5pm on Friday, December 18, 2020 until 8am on Monday, January 4, 2021.***

- If you have a full-board study that will expire during the closure period, please contact the **relevant IRB administrator** immediately.



Winter Closure & revised full board deadlines



Revised deadlines for three UCLA IRBs:

- **MIRB2** (meeting on 1/6/2021) – deadline is now **12/11/2020**
(tomorrow)
- **NGIRB** (meeting on 1/7/2021) – deadline is now **12/14/2020**
- **SGIRB** (meeting on 1/12/2021) – deadline is now **12/15/2020**

PI (and Faculty Sponsor) Annual Assurances

These are required once a year (in lieu of continuing review) to continue the following types of research:

- **Certified exempt**
- **Studies determined eligible for expedited review**
- **Research that has progressed to the point of only collecting results of clinical care procedures/tests for follow-up**
- **Research that has progressed to the point of data analysis only**
- **Studies where a UCLA IRB is relying on another IRB**

PI (and Faculty Sponsor) Annual Assurances

Automatic email notices (with instructions) are sent out from the webIRB system:

- **9 months** after the initial approval (or last annual assurance)
– *3 months before the assurance is due*
- **10 months** after the initial approval (or last annual assurance) – *2 months before the assurance is due*
- **11 months** after the initial approval (or last annual assurance)
– *1 month before the assurance is due*
- **12 months** after the initial approval (or last annual assurance) – *the day the assurance is due*



PI (and Faculty Sponsor) Annual Assurances

Important:

- If the PI (and faculty sponsor, if applicable) doesn't complete the annual assurance, *the study will be administratively closed*

- PI proxies **cannot** complete the assurance

PI (and Faculty Sponsor) Annual Assurances

- If the PI has a faculty sponsor, *the faculty advisor must complete their assurance first*. Only once they complete it will the PI have access to the button in webIRB to complete the PI assurance.
- There is a webIRB [quick guide](#) to help researchers navigate the process.
- If you encounter problems with this process, contact webirbhelp@research.ucla.edu

Learn at Lunch – upcoming session

January 27, 2021, noon-1pm “Coordinating with other Research Oversight Committees”

presented by Mark Mimnaugh, OHRPP

- [Register](#) for this event on zoom



OHRPP's "Office Hours"

- OHRPP Quality Improvement Unit staff are hosting *half-hour open Q/A sessions* every other week to answer your questions
- *Upcoming sessions*
 - Tuesday, January 19, 2021, 8:30am
 - Tuesday, February 2, 2021 8:30am

Register once and you can join any session.



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Any Questions?

Contact Information

OHRPP Website

<http://ohrpp.research.ucla.edu/>

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