OHRPP Updates

- Winter Closure & revised full board deadlines
- PI annual assurances – reminder
- Learn at Lunch
- OHRPP Office Hours & Human Research News

UCLA Research Administration
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**
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
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*
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
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
January 27, 2021, noon-1pm “Coordinating with other Research Oversight Committees” presented by Mark Mimnaugh, OHRPP

Register for this event on zoom
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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