Mandatory Conversion of Paper Studies to myIRB

Per the IRB announcement sent to the research community on February 5, 2017, all active paper studies currently in the IRB’s legacy system must either be converted to myIRB or be closed by December 31, 2017. Unlike the first phase, there will be no exceptions. If we have not heard from you or your study staff regarding your intentions for your active study by December 1, 2017, the IRB will proceed to close any remaining “paper” studies. The IRB will contact the PI before closing a study when there is a possibility of currently active study subjects.

Instructions for creating a new conversion study in myIRB based on the remaining study activities are available on the IRB-01 website at http://irb.ufl.edu/irb01/forms/converting-paper-studies-to-myirb.html. Helpful definitions for each conversion type are provided below:

1. **Data Analysis Only** – This conversion type is for studies where enrollment and interventions are completed on all subjects and only statistical analysis of already collected data with identifiers or links to identifiers remains.

2. **Study is Currently in Longitudinal Status** – This conversion type is for studies that are already “closed to accrual”, study interventions are complete, and some follow-up data collection still remains (i.e., phone follow-ups). For greater than minimal risk studies, this move to longitudinal status/minimal risk was previously made by the Board; therefore, you would submit the new myIRB study for expedited review.

3. **Enrollment Completed in the Past Year/and Requesting to Move to Longitudinal** – This conversion type is for studies that have completed enrollment since the last continuing review; whereas, (a) a study is a regular conversion, namely one that just closed enrollment but there are still greater than minimal risk interventions or follow-up procedures; or (b) a study that is closed to enrollment, interventions or follow-up procedures (if any) are minimal risk, and the Board needs make to determination to move the study to longitudinal review.
Should I Convert or Should I Close?

If enrollment is complete does not mean that you should close your study. “Closed to accrual” means that no additional subjects will be enrolled in the study; whereas, study activities could still remain. A “Closed” study means that **ALL** study activity has stopped – whether because the sponsor has decided to discontinue the study, the investigator chooses not to continue the research, or the study activity and data analysis are complete. For more information, please refer to the [Closed-or-Closed-to-Accrual-Studies](#) guideline.

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**Which of the following is true for UF student research?**

- a. Undergraduate students can assume the PI role for any type of research provided there is documentation of a faculty mentor.
- b. Graduate students, residents and fellows can assume the PI role for international research.
- c. Undergraduate students can obtain consent from a study subject for all research regardless of the risk.
- d. All students can assume a study staff member role regardless of the study risk.
- e. All students may be the PI of any research conducted at the VAMC regardless of the risk.

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Correct Quiz answer: d – For more information regarding student research, please refer to the [Student-Research](#) and the [Qualifications-for-a-Principal-Investigator](#) guidelines.

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**Education and Training Opportunities**

**May Brown Bag Series**

Broad Building, Room 104  
Noon – 1:30 PM  
May 10, 2017

Elizabeth “Lee” Johnson  
Accounting Coordinator III, Human Subjects Payment (HSP) Program

**Objectives:** TBA

RSVP: Ivana Simic, IRB Educator  
isimic@ufl.edu

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**SoCRA CCRP Certification Exam**

UF will be hosting a SoCRA CCRP certification exam on **August 25, 2017 from 9am – 1pm**. For eligibility requirements, please refer to [http://www.socra.org/certification-program-overview/introduction](http://www.socra.org/certification-program-overview/introduction).

For more information and to get on the registration list, you may also contact Cheri Knecht, the North Florida Chapter Chair, by email at cesk04@ufl.edu or call (352) 294-4882.