eProtocol

UH’s Electronic IRB Protocol Submission System
Benefits of eProtocol

- Faster turnaround time

- Automated functions
  - Automatically uploads CITI training requirements
  - Pre-populates Investigators and Key Personnel information
  - Reminders and Alerts
    - Requiring Investigators’ action
    - Upcoming expiration

- Smart Form
  - No need for Investigators to guess which review level protocol qualifies to determine which application form to use
Benefits of eProtocol

- 24/7 access to status of protocol submissions
- Electronic signature and submissions
- Upgrades and improvements can be done in-house
What’s different?

- More questions on the application
  - the questions are more specific
    - reduce need for clarification
    - significantly reduces turnaround time
- Conflict of Interest questions are now included
- Funding questions
- Collaborative Research
  - notes and requires the attachment of any agreements for ceding
- HIPAA will be addressed
Training and Informational Sessions – TBD

- eProtocol Quick Link will include:
  - User manual
  - Video tutorials
  - Schedule of face-to-face training via computer labs
  - eProtocol questions on paper for guidance

Training Materials and Documents can be found at http://www.hawaii.edu/researchcompliance/irbeprotocol
Let’s do this first…https://www.citiprogram.org/

- On the CITI log in page, choose “Log in through my institution,” log in via SSO.
- Choose “University of Hawaii.”
- Log in using your UH username and password.
- This will enable eProtocol to automatically verify and list the courses you have completed.
eProtocol

- Use only Firefox, Safari or Internet Explorer.
  - Google Chrome is not a compatible browser

- Before entering the eProtocol site, please disable your browser's pop-up blocker or allow for exceptions for https://uhmanoa.keyusa.net.

- Log in with your UH username and password.

- * Do not use the back and forward button – you will be dropped from the site. Navigate within the system.
- July 1, 2016
  - all NEW applications must use eProtocol

- eProtocol DOES NOT AFFECT
  - (as of June 15, 2016, until further notice):
    - Active protocols
    - Exempt applications initially submitted prior to April 15
    - Nonexempt applications initially submitted prior to May 15
    - Cooperative studies
    - Umbrella studies/ 118 designations
    - Requests for ceding