

Changing a Study from one IRB to Another IRB in Multiple IRB Systems:

When a Study is to Change IRBs, select the current IRB from the Main Menu and then select the Change IRB button on the Administration Options Form. Select the study and then select the IRB you wish to move it to. Then click the Change IRB button.

A screen may appear listing any unspotted Agenda Items for the Study. For each one listed you will need to assign it to the correct date in the New IRB.

When finished click return. ProIRB keeps all posted Agenda records with the current Study and then Closes the Study with a Status code of "Transferred" and appends the Protocol Title with "Transferred to (New IRB name)" , then creates a duplicate Study with the original Study number suffixed with a "T" and places it in the New IRB. The Study with a T is necessary because ProIRB cannot have the same Study Number in multiple IRBs and you need the original study number in the original IRB to be able to recreate and view prior agendas and meeting minutes. Note that all SAEs and CPA recorded to the original Study will now appear with the New Study to enable you to view the Study in its entirety.