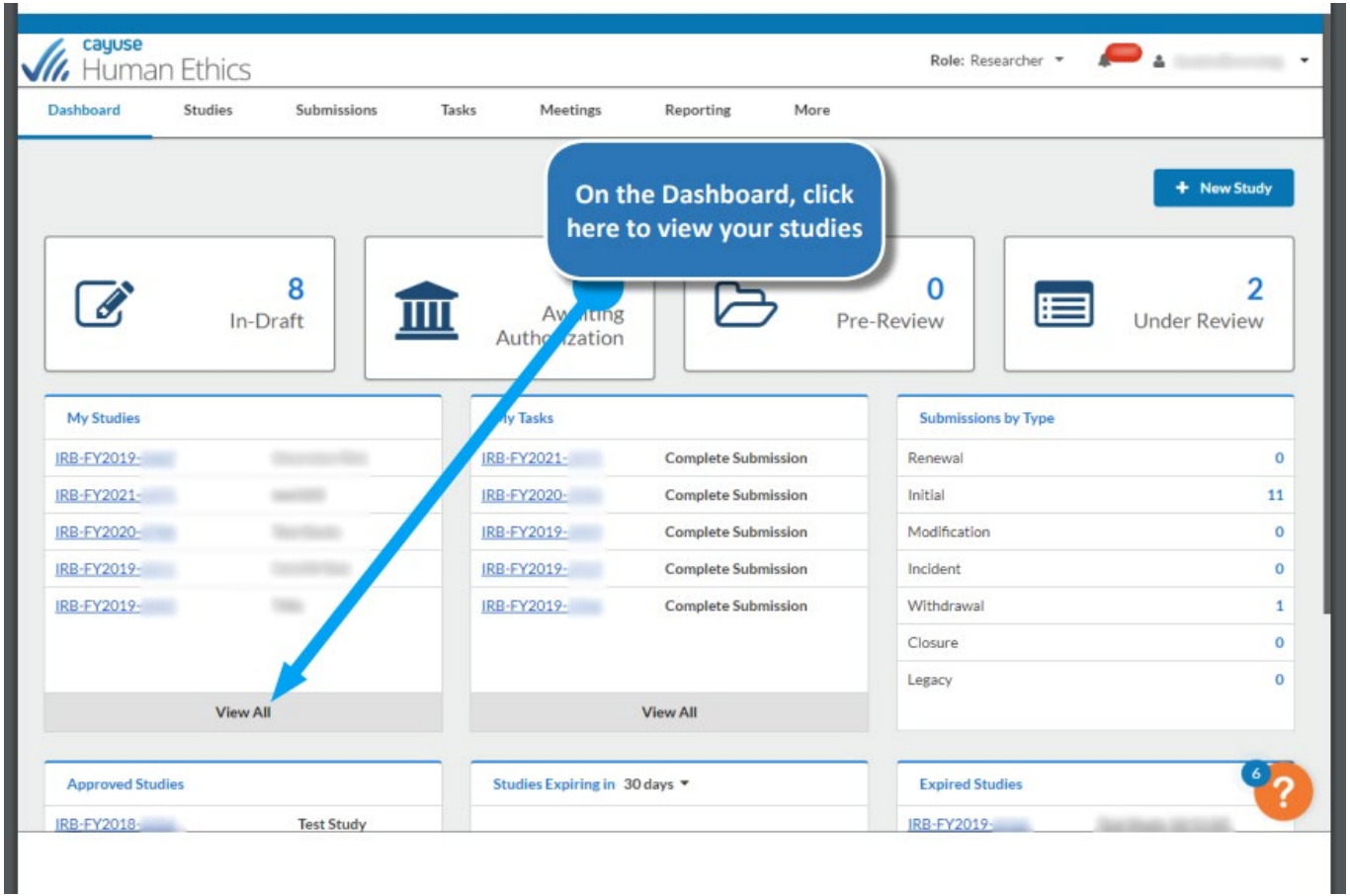
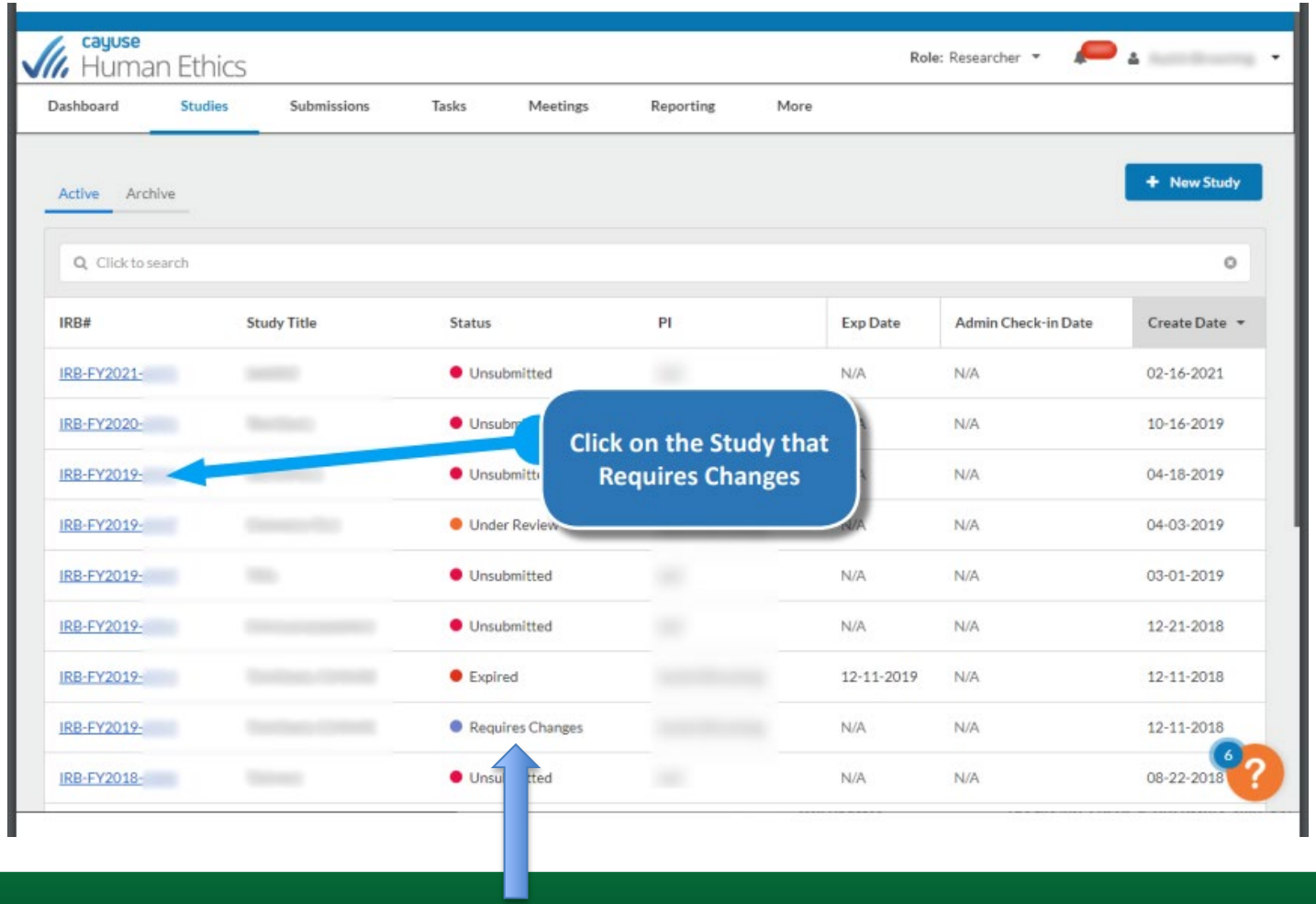
Cayuse Human Ethics:
Editing & Resubmitting a Reopened Study
WRIGHT STATE
UNIVERSITY

Editing and Re-submitting a Reopened Submission

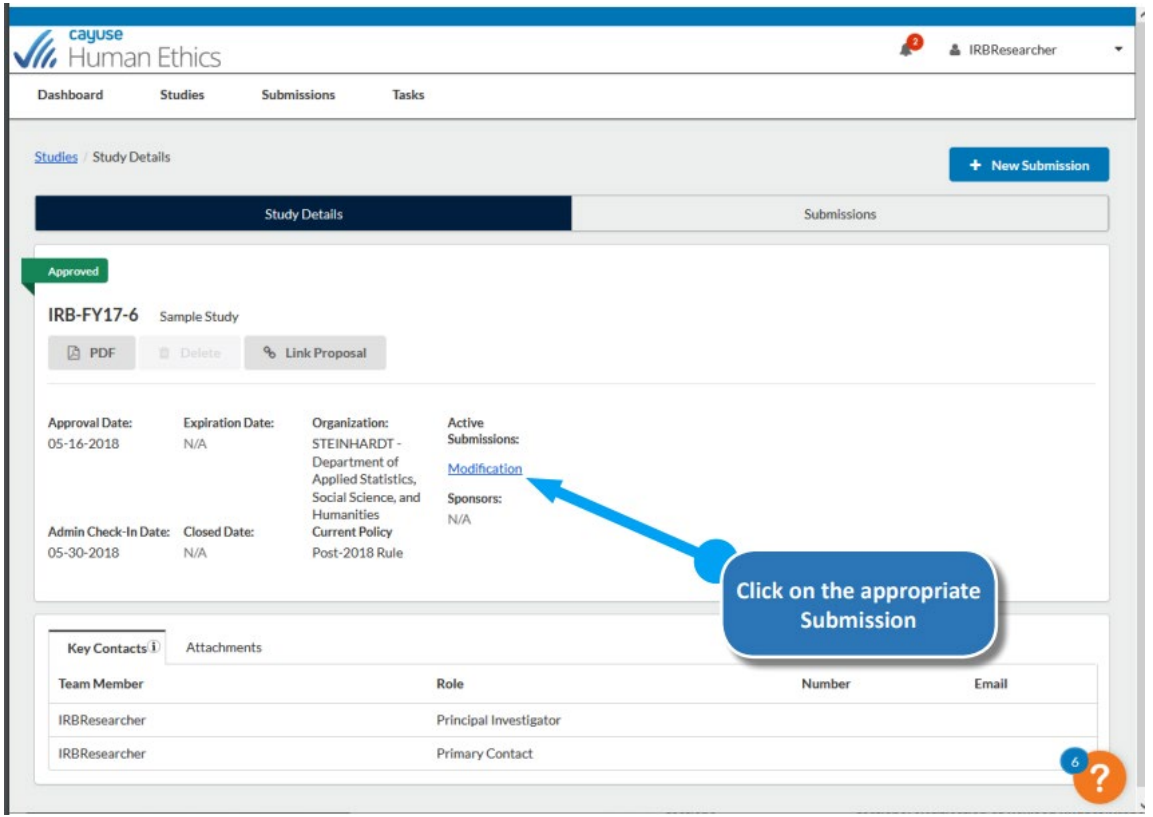
How to address changes requested by the IRB

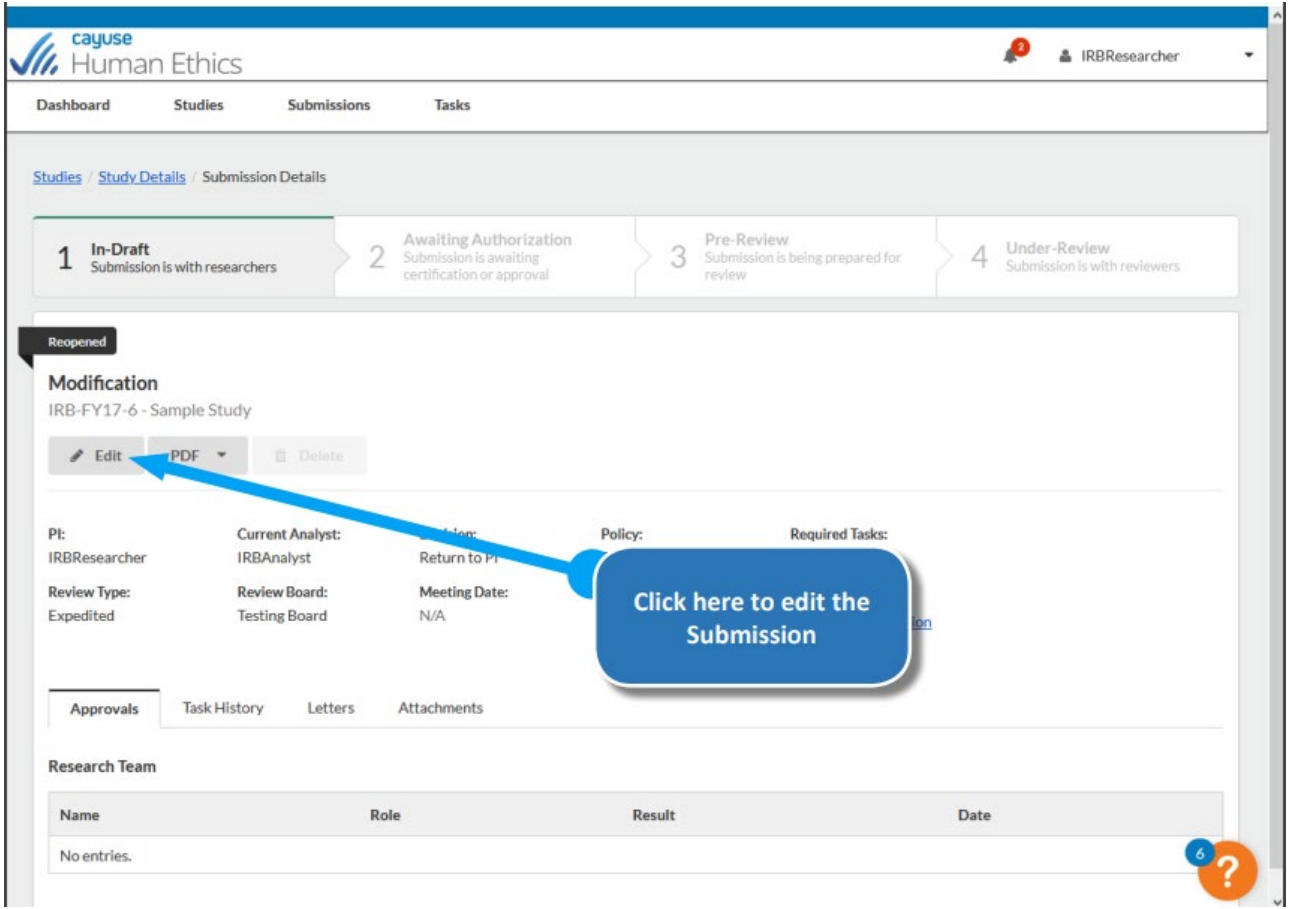

cayuse
Human Ethics
Role: Researcher
Dashboard
Studies
Submissions
Tasks
Meetings
Reporting
More
On the Dashboard, click here to view your studies
+ New Study
8
In-Draft
Awaiting Authorization
0
Pre-Review
2
Under Review
My Studies
IRB-FY2019-
IRB-FY2021-
IRB-FY2020-
IRB-FY2019-
IRB-FY2019-
View All
My Tasks
IRB-FY2021-
Complete Submission
IRB-FY2020-
Complete Submission
IRB-FY2019-
Complete Submission
IRB-FY2019-
Complete Submission
IRB-FY2019-
Complete Submission
View All
Submissions by Type
Renewal 0
Initial 11
Modification 0
Incident 0
Withdrawal 1
Closure 0
Legacy 0
Approved Studies
IRB-FY2018-
Test Study
Studies Expiring in 30 days
Expired Studies
6
IRB-FY2019-

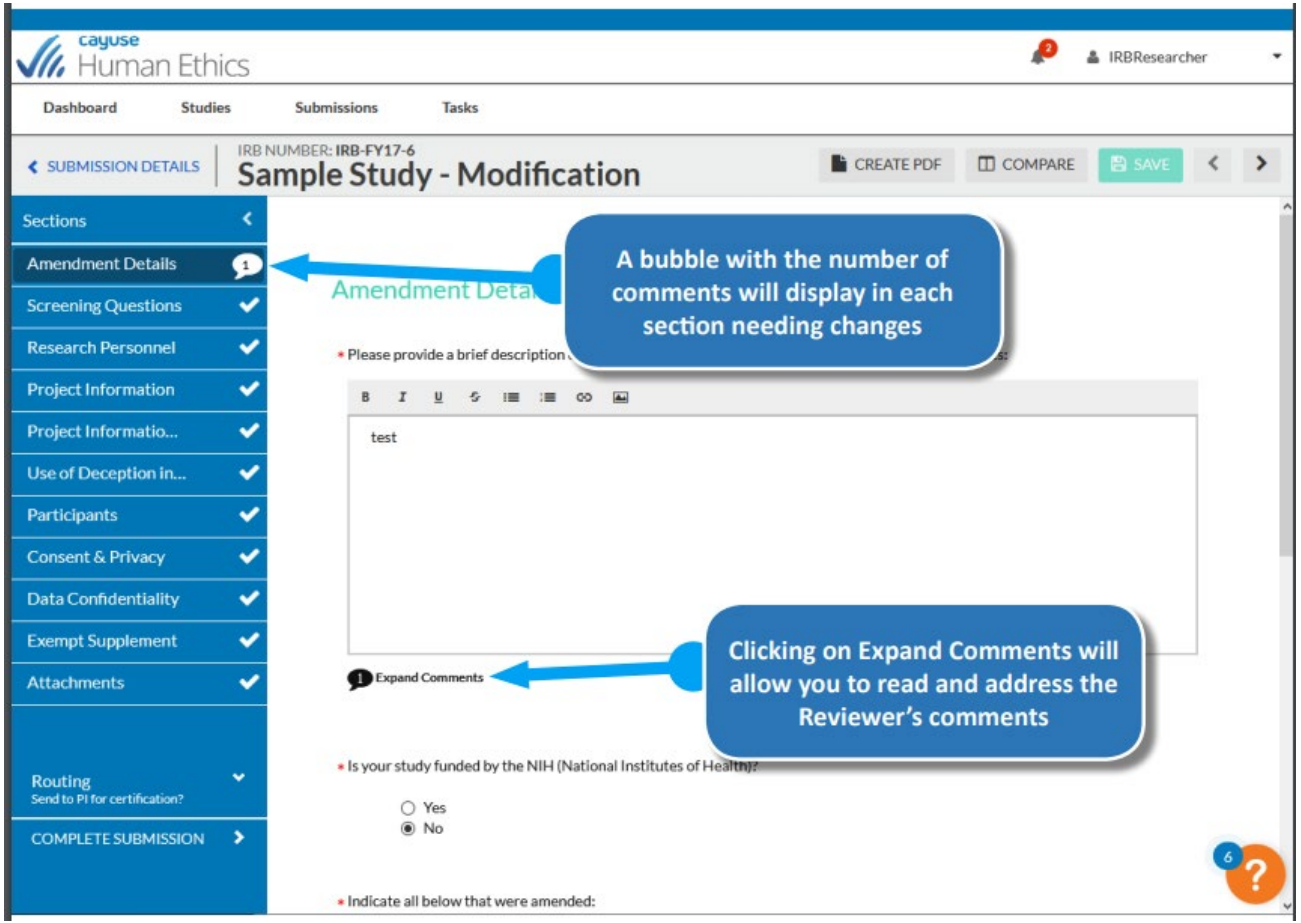

cayuse
Human Ethics
Role: Researcher
Dashboard
Studies
Submissions
Tasks
Meetings
Reporting
More
Active
Archive
+ New Study
Click to search
IRB#
Study Title
Status
PI
Exp Date
Admin Check-in Date
Create Date
IRB-FY2021-
Unsubmitted
N/A
N/A
02-16-2021
IRB-FY2020-
N/A
10-16-2019
IRB-FY2019-
N/A
04-18-2019
IRB-FY2019-
Under Review
N/A
04-03-2019
IRB-FY2019-
Unsubmitted
N/A
N/A
03-01-2019
IRB-FY2019-
Unsubmitted
N/A
N/A
12-21-2018
IRB-FY2019-
Expired
12-11-2019
N/A
12-11-2018
IRB-FY2019-
Requires Changes
N/A
N/A
12-11-2018
IRB-FY2018-
N/A
N/A
08-22-2018
Click on the Study that Requires Changes
6

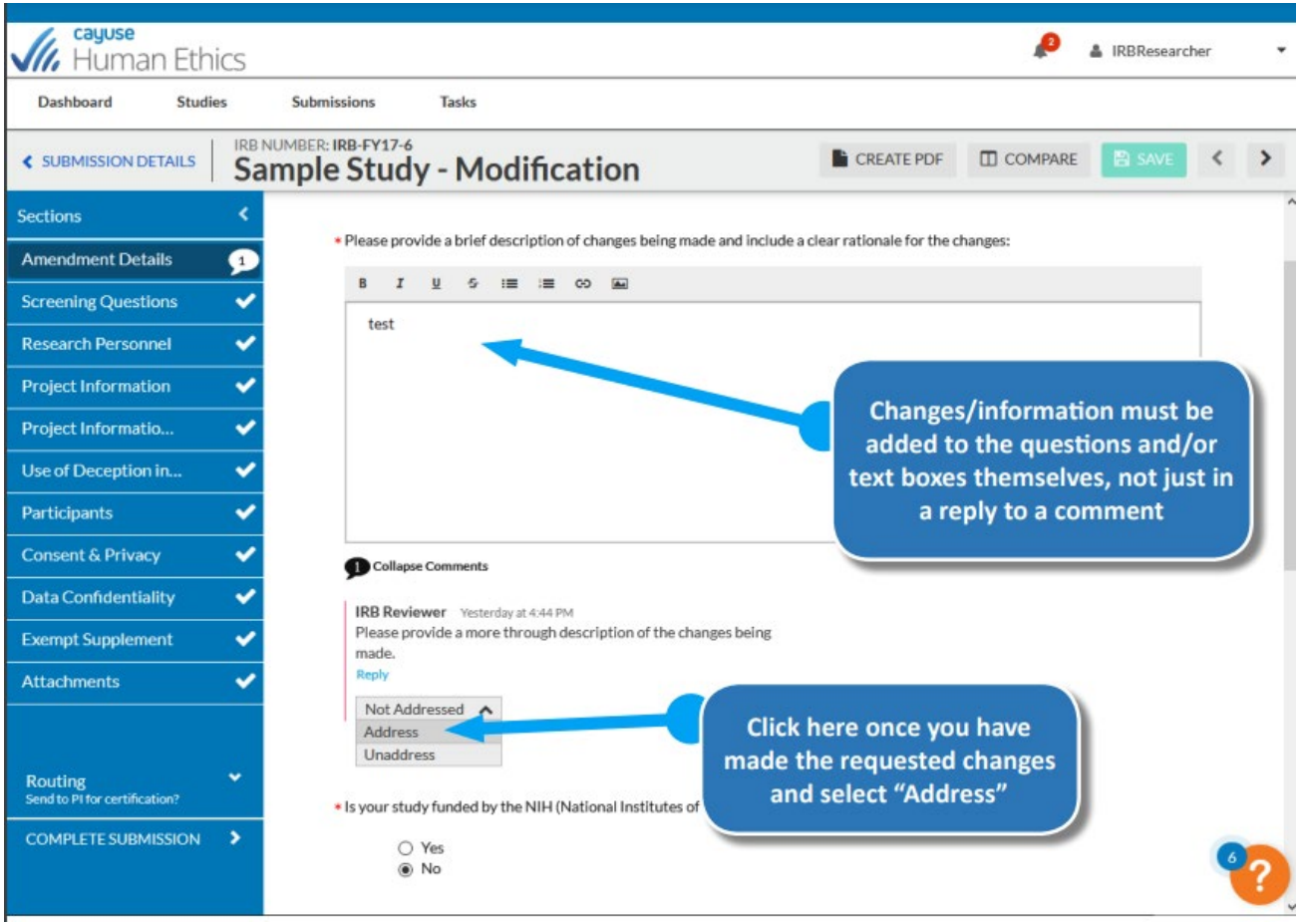
Requires Changes

- Click on the Active Submission Type
  - Initial
  - Modification
  - Renewal
  - Incident
  - Closure




cayuse
Human Ethics
IRBResearcher
Dashboard
Studies
Submissions
Tasks
Studies / Study Details / Submission Details
1 In-Draft
Submission is with researchers
2 Awaiting Authorization
Submission is awaiting certification or approval
3 Pre-Review
Submission is being prepared for review
4 Under-Review
Submission is with reviewers
Reopened
Modification
IRB-FY17-6 - Sample Study
Edit
PDF
Delete
PI:
IRBResearcher
Current Analyst:
IRBAnalyst
Policy:
Required Tasks:
Review Type:
Expedited
Review Board:
Testing Board
Meeting Date:
N/A
Click here to edit the Submission
Approvals
Task History
Letters
Attachments
Research Team
Name
Role
Result
Date
No entries.


cayuse
Human Ethics
IRBResearcher
Dashboard
Studies
Submissions
Tasks
SUBMISSION DETAILS
IRB NUMBER: IRB-FY17-6
Sample Study - Modification
CREATE PDF
COMPARE
SAVE
Sections
Amendment Details
Screening Questions
Research Personnel
Project Information
Project Informatio...
Use of Deception in...
Participants
Consent & Privacy
Data Confidentiality
Exempt Supplement
Attachments
Routing
Send to PI for certification?
COMPLETE SUBMISSION
A bubble with the number of comments will display in each section needing changes
Amendment Deta
* Please provide a brief description
test
Expand Comments
Clicking on Expand Comments will allow you to read and address the Reviewer's comments
* Is your study funded by the NIH (National Institutes of Health)?
Yes
No
* Indicate all below that were amended: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IRB NUMBER: IRB-FY17-6
Sample Study - Modification
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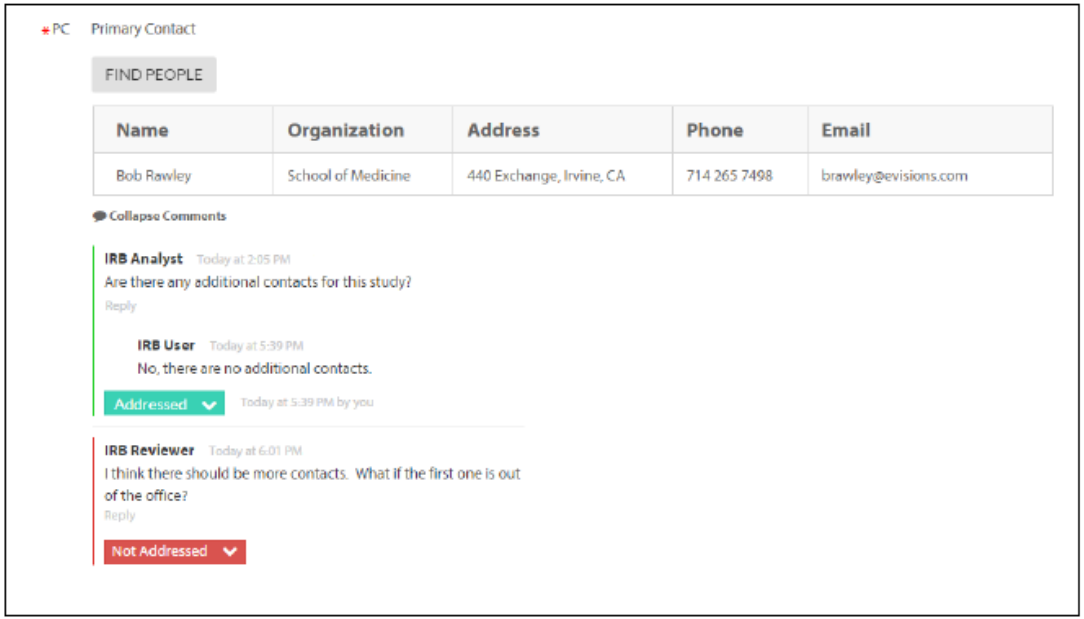
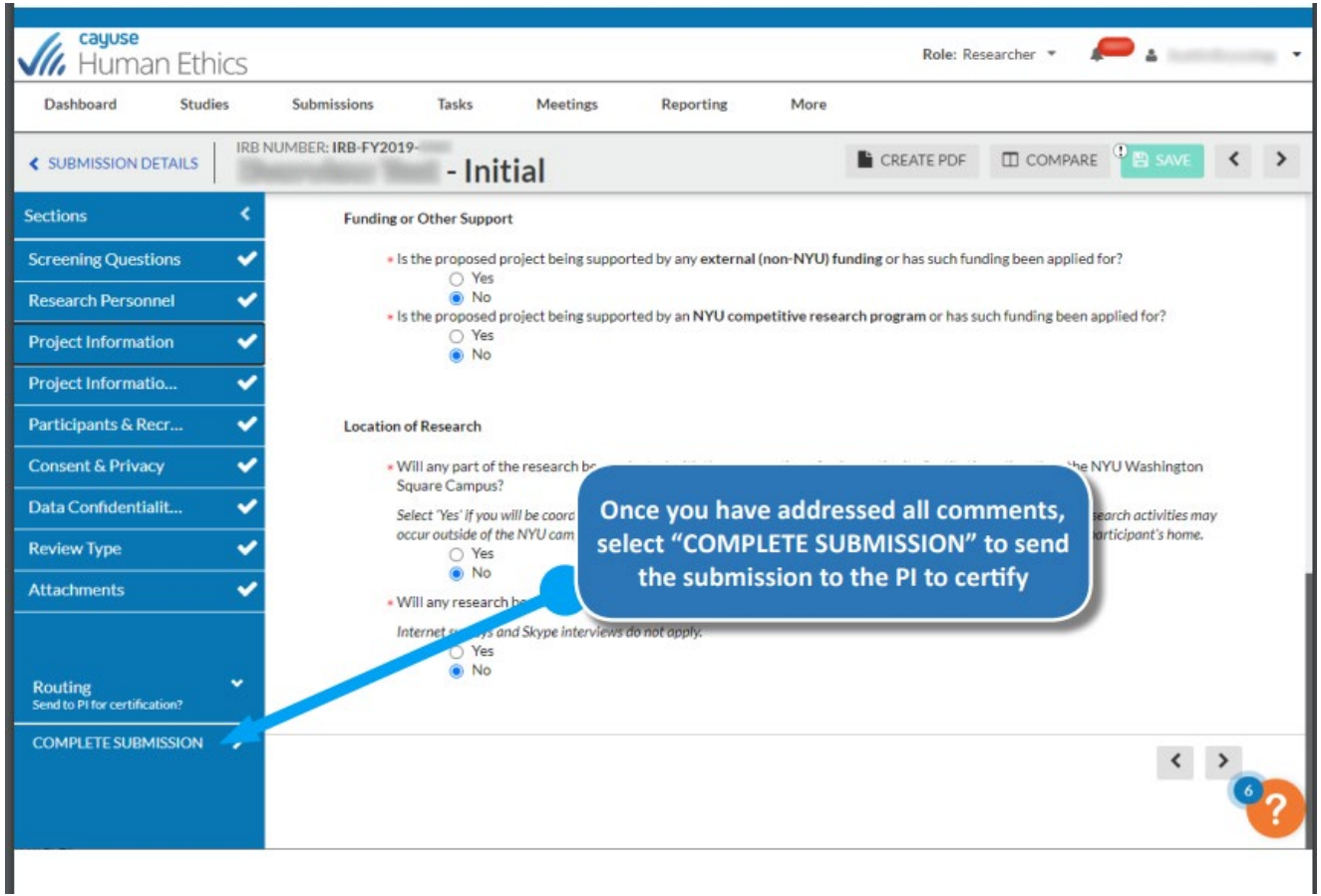
Project Informatio...
Use of Deception in...
Participants
Consent & Privacy
Data Confidentiality
Exempt Supplement
Attachments
Routing
Send to PI for certification?
COMPLETE SUBMISSION
* Please provide a brief description of changes being made and include a clear rationale for the changes:
test
Changes/information must be added to the questions and/or text boxes themselves, not just in a reply to a comment
Collapse Comments
IRB Reviewer Yesterday at 4:44 PM
Please provide a more through description of the changes being made.
Reply
Not Addressed
Address
Unaddress
Click here once you have made the requested changes and select "Address"
* Is your study funded by the NIH (National Institutes of
Yes
No

Comments

When the IRB Office is reviewing a submission, the IRB Analyst or Members may have questions regarding some of your answers. If the submission gets returned to you, you will see a comment icon in the sidebar next to each section that contains comments, and a similar icon underneath the questions that have comments on them. Click the Expand Comments link to see and respond to these comments.



When you have responded to a comment, change the dropdown from Not Addressed to Addressed. Unaddressed comments have a red bar to their left, and display the comment count in the comment bubble icon for that question. You can toggle comments between addressed and unaddressed as needed.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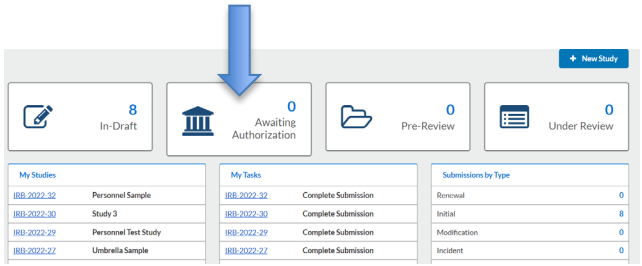
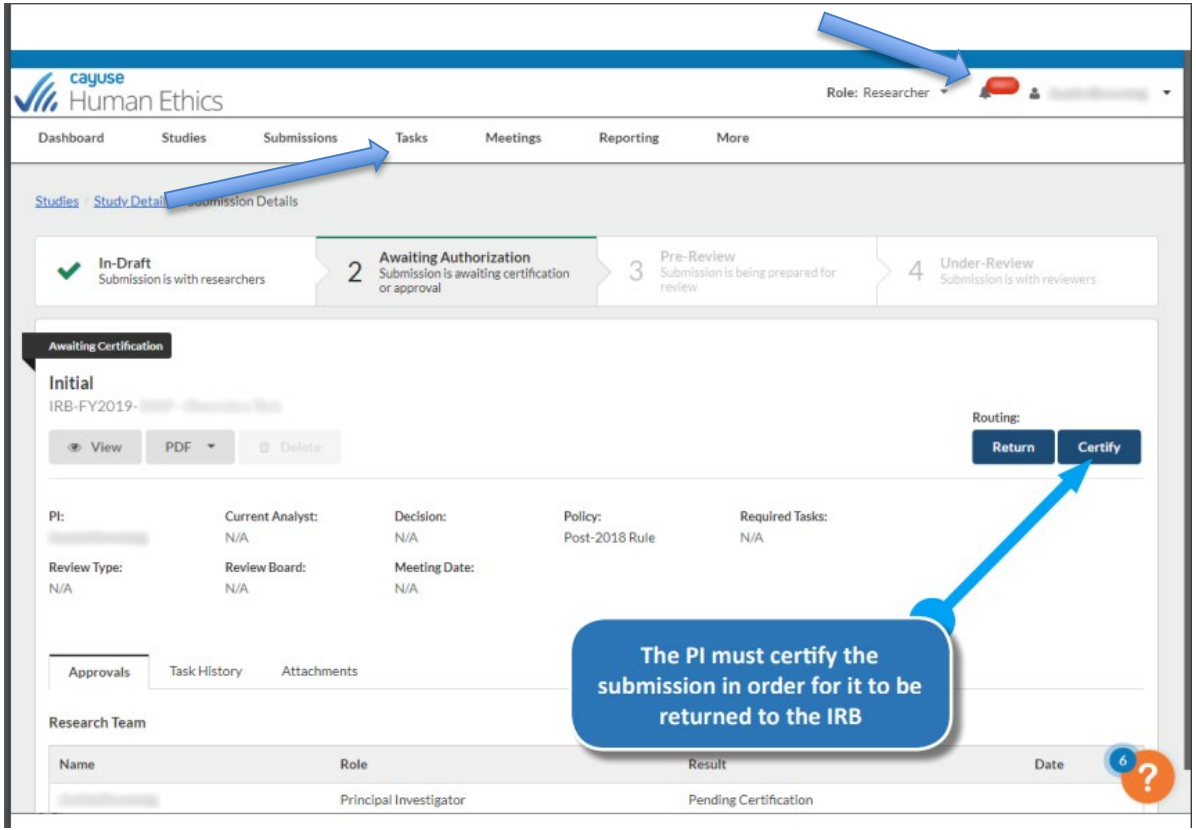
More
SUBMISSION DETAILS
IRB NUMBER: IRB-FY2019-
- Initial
CREATE PDF
COMPARE
SAVE
Sections
Screening Questions
Research Personnel
Project Information
Project Informatio...
Participants & Recr...
Consent & Privacy
Data Confidentialit...
Review Type
Attachments
Routing
Send to PI for certification?
COMPLETE SUBMISSION
Funding or Other Support
Is the proposed project being supported by any external (non-NYU) funding or has such funding been applied for?
Yes
No
Is the proposed project being supported by an NYU competitive research program or has such funding been applied for?
Yes
No
Location of Research
Square Campus?
Yes
No
Yes
No
Once you have addressed all comments, select "COMPLETE SUBMISSION" to send the submission to the PI to certify

The PI, Co-PI, and PC will receive:

- E-mail Message
- Notification Bubble
- Task
- Added to Awaiting Authorization Display Button





Get Help – IRB Staff Consultations

- Virtual Office Hours
  - Wednesdays at 11am –12:00pm
  - By appointment
- IRB Chat via Teams
- IRB Help Line:
  - 937-775-4462
- Email: irb-rsp@wright.edu