

Guide for Submission of IACUC Unanticipated Event Form

1. Log in to iRIS.
2. Hover Over "My Workspaces"
3. Hover Over Study Assistant
4. Click on View My Studies
5. Click on the paper and pen to open your study
6. In the green section click on IACUC Unanticipated Event Form
7. Click on "Add a New Form"
8. Enter a Submission Date
9. Enter Date event occurred
10. Enter date PI became aware of the event
11. Enter location where incident occurred
12. Enter room number
13. 1.2 Provide a response for questions 1.2-1.5
14. 1.6 Attach any supporting documentation
15. Click "Save and Continue"
16. Click "Signoff and Submit"