What is iRIS and How do I Get an Account?

Training for Investigators and Research Personnel
Our outline for today:

• What is iRIS?
  - What is iRIS used for?
  - Who needs an iRIS account?
  - What does iRIS look like?
• How can I obtain an iRIS account?
  - Where do I go to access iRIS?
• Where do I go to obtain iRIS reference material?
• How do I open a new study?
  - How do I fill out an Initial Study Application on iRIS?
  - How do I submit my completed study application?
• Know Your Forms!
• A new version of iRIS
• Summary
• References
What is iRIS?
iRIS is iMedRIS

Integrated Medical Research Informational System
(iRIS, aka: iMedRIS)

⇒ Research compliance committee software
  ⇆ Review
  ⇆ Organization
  ⇆ RecordRetention

IRB Glossary
What is iRIS used for?
What is iRIS used for?

⇒ Submissions
⇒ Approvals
⇒ Electronic record-keeping
⇒ Communication

Human Research Protection Program Manual
Who needs an iRIS account?
Who needs an iRIS account?

⇒ All applicable research personnel including:
  - Principal Investigators
  - Co-Investigators
  - Study Nurses
  - Clinical Research Associates
  - Clinical Research Coordinators
  - Research Assistants
  - Promotoras
  - Etc...

Human Research Protection Program Manual
What does iRIS look like?
What does iRIS look like?
What does iRIS look like?

iRIS Login
What does iRIS look like?

iRIS Login
How can I obtain an iRIS account?
How can I obtain an iRIS account?
⇒ Training
How can I obtain an iRIS account?

⇒ Financial Disclosure
How can I obtain an iRIS account?
⇒ Request an Account

iRIS Login
Where do I go to access iRIS?
Where do I go to access iRIS?
Where do I go to access iRIS?

iRIS Login
Where do I go to obtain iRIS reference material?
Where do I go to obtain iRIS reference material?
Where do I go to obtain iRIS reference material?

iRIS IRB Reference Material
Where do I go to obtain iRIS reference material?

iRIS IRB Reference Material
Where do I go to obtain iRIS reference material?

**iRIS IBC Reference Material**
Where do I go to obtain iRIS reference material?

Forms and Instructions

- Amendment Form iRIS
- Annual Status Report
- Three-Year Renewal iRIS
- IBC Initial Review Application
- Termination
- Revised IBC Study Application

iRIS IBC Reference Material
Where do I go to obtain iRIS reference material?

iRIS IACUC Reference Material
Where do I go to obtain iRIS reference material?

Forms and Templates

- IACUC Education Requirements
- Instructions for LARC Risk Assessment Heath Questionnaire
- LARC Risk Assessment For Animal Heath Questionnaire
- Protocol for the Use of Live Vertebrates for Research, Breeding or Instruction
- Whistleblower Sign

iRIS IACUC Reference Material
Where do I go to obtain iRIS reference material?

iRIS COIRC Reference Material
Where do I go to obtain iRIS reference material?

iRIS COIRC Reference Material
How do I open a new study?
How do I open a new study?

1. Log in to iRIS.
2. Select the Study Assistant tab.
3. Click on the Add a New Study button.
4. Click on the iRIS: Study Application link.
5. Fill out the General Information section.
6. Click the Next button to continue.
How do I fill out an Initial Study Application on iRIS?
How do I fill out an Initial Study Application on iRIS?

1. **General Information**
   - Please enter the full title of your study:
     - Phase III Double-Blind Placebo Controlled Study
   - Please enter the Study Number you would like to use to reference the study:
     - 12345 (Your personal study number or the sponsor’s study number)

2. Is this Study using Subject Management?
   - Mark “Yes” if the study has a study sponsor
   - Mark “No” if the study is Investigator Initiated

**iRIS Login**
How do I fill out an Initial Study Application on iRIS?

iRIS Login
How do I submit my completed study application?
How do I submit my completed study application?

iRIS Login
How do I fill out an Initial Study Application on iRIS?
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How do I fill out an Initial Study Application on iRIS?

iRIS Login
Know Your Forms!

For full versions of each consent and assent template, please refer to iRIS
Types of Forms at TTUHSC El Paso

If you are conducting human subject research, all of the forms are available for review on the Help Window.
Types of Forms at TTUHSC El Paso
Types of Forms at TTUHSC El Paso

No matter what study you are conducting you will find several helpful guides, tools and resources are available for review on the Help Window.
A new version of iRIS
A new version of iRIS
A new version of iRIS

System Administration Level 1

User Accounts  Reports  Merge matchless CFI training records

All Tasks  Outstanding  Completed

Task Type  Received  Description
Submission Reviewers Complete  09/29/2017 11:49 AM MST  All reviewers completed the review of the submission.
Submission Reviewers Complete  09/29/2017 10:30 AM MST  All reviewers completed the review of the submission.
Submission Reviewers Complete  09/29/2017 10:29 AM MST  All reviewers completed the review of the submission.
Analyst Assignment  09/29/2017 10:27 AM MST  Jacqueline Roberts, BS,BA has been assigned as the analyst.
Summary

Today we learned about:

• The Integrated Medical Research Informational System (iRIS)
• Which is used to submit study materials to the IRB for approval
• Every member of the research team for a study needs an iRIS account
• Once educational materials and registration is complete an iRIS account can be obtained
• iRIS can be accessed from our TTUHSC El Paso Webpage on the “Research Committees” page
• iRIS reference material can be found on the TTUHSC El Paso Webpage “Research Committees” webpage
• What iRIS looks like
• What we need to do to open a new study
• How to fill out an Initial Study Application on iRIS
• How to submit my completed Study Application
• How to access the “Help” button and how it can help us
• There is a new version of iRIS that will be coming out soon
Resources

- IRB Glossary: http://elpaso.ttuhsc.edu/research/committees/irb/resources/glossary.aspx#anchorI
- Educational Requirements: http://elpaso.ttuhsc.edu/research/committees/irb/resources/educational-req.aspx
- Research Committees: http://elpaso.ttuhsc.edu/research/committees/
- iRIS Login: https://ttuep.imedris.net/Login.jsp?logout=Yes&s=1471022426403
- Research Compliance Webpage: http://elpaso.ttuhsc.edu/research/compliance/default.aspx
Questions
If there are any further questions, please contact:

ELP Research Compliance
elp-researchcompliance@ttuhsc.edu

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