

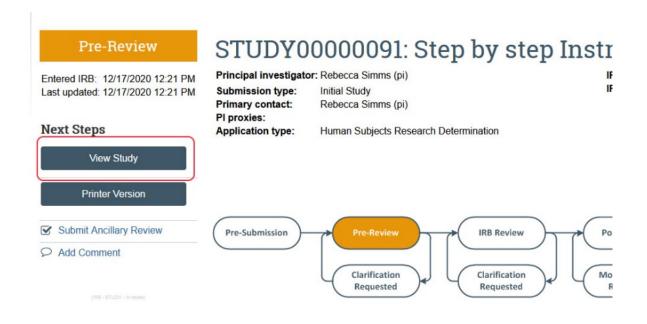
**Research Compliance** Services

## RAP IRB ANCILLARY REVIEW INSTRUCTIONS FOR RMD/OTHER REVIEWERS

1. You will receive an email similar to the one below. To access the study to complete the ancillary review, follow the link in the email. Click on the link to be taken directly to the study. You may have to login using your UO credentials.

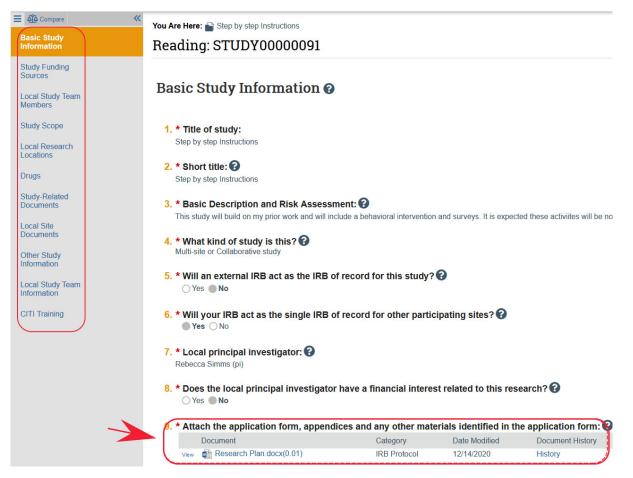
From: resea	rchcompliance@uoregon.edu <researchcompliance@uoregon.edu></researchcompliance@uoregon.edu>					
Date: Thursday, November 19, 2020 at 11:31 AM						
To: Kelsey Lunsmann <kdavis2@uoregon.edu></kdavis2@uoregon.edu>						
Subject: STUDY00000067 assigned for ancillary review						
Template:IRB_/	A_ManageAncillaryReview_Personal					
Notification	of Ancillary Review					
To:	Juan Pablo (pi3)					
Link:	STUDY00000067					
P.I.:	Rebecca Simms (pi)					
Title:	Step by step					
Required:	Yes					
Description	An IRB submission has been assigned to you for ancillary review. Click the link above to access and review the study.					
RESEARCH 541-346-25	COMPLIANCE SERVICES					
researchcompliance@uoregon.edu						
research.uor	egon.edu					

2. To review the submission, click View Study from the options on the left side of the screen.





3. You will be taken to the first page of the study where you can review the information submitted for IRB review. Use the navigation on the left side of the screen to review each page. Some pages will have supplemental attachments. These can be viewed by clicking on the document title.



- 4. Once you have reviewed the materials, exit the study by clicking "Exit" in the lower right corner of the screen. You will be returned to the study landing page.
- 5. Once you have completed your review, select **Submit Ancillary Review** from the navigation on the left side of the screen.

Pre-Review	STUDY0	0000091: Step by step Instr		
Entered IRB: 12/17/2020 12:21 PM Last updated: 12/17/2020 12:21 PM	Submission type: Primary contact:	r: Rebecca Simms (pi) IF Initial Study IF Rebecca Simms (pi)		
Next Steps	PI proxies: Application type:	Human Subjects Research Determination		
View Study				
Printer Version				
Submit Ancillary Review Add Comment	Pre-Submission -	Pre-Review IRB Review Po Clarification Clarification Requested Requested		
		( nequested )		



6. A pop-up window will appear. Select yourself from the list and choose "Yes" to accept the proposed study or "No" to disapprove the proposed study.

1.1	1. * Select the review you are submitting:						
	Organization	Person	Review Type	Required			
		Phil Bivens (pi2)	Research Medical Director	yes			
	<b>* Do you accept the</b> ○ Yes ○ No <u>Clear</u>	proposed study?					
3. (	Comments:						
(							
4. Supporting documents:							
	+ Add						
	Name						
	There are no items to o	display					

OK Cancel

7. Click "OK" from the bottom left corner. You will be returned to the Study landing page. Your review will appear at the top of the "History" tab.

Pre-Submission Pre-Review Clarification Requested Review Post-Review Post-Review Review Complete Review Complete Review Complete								
History Funding Contacts Documents Sites Reviews Snapshots								
Filter by  Activity  Enter text to search for  Activity  Activity  Author	- Activity Date							
Submitted Ancillary Review Tribbiani (pi5), Joey	12/17/2020 3:58 PM							
<ul> <li>Submitted</li> <li>Simms (pi), Rebecca</li> </ul>	12/17/2020 12:21 PM							