Launch of e-Review Forms System

The Office of Research Assurances (ORA) plans to implement its e-Review Forms system on April 2, 2007. This new online system will streamline the compliance review process for proposals that involve animal or human subjects; recombinant DNA; human, animal, or plant pathogens; biological toxins; or the use of radioisotope- or radiation-producing devices.

One of the benefits of this electronic system is that the various applications for review will be in one location, thus eliminating the need to search for them on the ORA website. The system will automatically generate the appropriate committee form(s) based on the answers entered in the initial form and will deposit these forms in the user’s inbox for completion. PIs will be able to track the progress of their applications and respond to committees’ requests for additional information more easily than with the current system. PIs will also be able to retrieve all of their approved studies by simply opening the archives folder in their inbox.

ORA will continue to accept paper submissions of all forms (i.e., new, modification, continuing review) for six months following the rollout of the new system. After that, you will need to submit new applications through the e-Review Forms system. At the one-year mark, ORA will require that continuing studies be submitted as new applications in order to get them into the system as well. Please note that the original application must be in the e-Review system before you can submit a modification or continuing review form for that study via the e-Review system.

To access this new system you will need a user ID and password, which you should already have if you use the Office of Sponsored Programs Administration’s e-GoldSheet system. If you need a sign-on, please email Chris Pilson and allow at least 24 hours turn-around time.

Weekend requests will be processed the following week in the order received. Please request sign-ons for an entire class well ahead of the date the class will need them.

Tools to help you work with the e-Review Forms system are available in two forms—group training sessions and an online investigator’s guide. The classes will be held in 1116 Pearson on: April 3, 11, and 17 at 10:00 a.m.; April 10 and 24 at 2:00 p.m. An additional class will meet in 2810 Beardshear on April 4 at 2:00 p.m. Classes will be held by reservation only; email Chris Pilson to register. You can access the investigator’s guide at www.compliance.iastate.edu.

For technical or system-related questions, contact Chris Pilson, 294-8921, eReviewSupport@iastate.edu. Questions about the review forms and processes may be directed to the committee administrators, whose contact information is available at the URL listed above.

Spotlight on Committee Chairs

Elizabeth Riedesel is the Chair of the Radiation Safety Committee (RSC). In this role, Dr. Riedesel chairs the full committee meetings and responds to questions and comments about committee decisions and RSC forms and procedures.

Dr. Riedesel is an associate professor in the Department of Veterinary Clinical Sciences and a diplomate of the American College of Veterinary Radiology. Contact information: 294-4900, eriedese@iastate.edu.