

How to Check Current Personnel Listed on a Study

- All personnel added to a study or removed from a study, after a Study Application has been approved, will not be reflected on a previous Study Application to preserve its history. That Study Application will not be updated to reflect personnel changes that occurred after.
- The instructions below will allow you to view an updated list of personnel that are currently listed on your study and will reflect all additions or removal of personnel.

Featured Study Operations

- Create a New Study
- Start a Submission Form for one of My Studies
- View the Current Approvals for one of My Studies
- View the Submission History for one of My Studies
- View and Manage My Studies



By the Numbers

Submissions in Process 54	Forms Pending Submission 53	Pending My Response 4	High T
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Tasks

All Tasks	35
Study Tasks	33

When you login into INSPIR II (<https://inspir.bu.edu/>), you will get to this page. This is your Home page

Click on **“View and Manage My Studies”**

All Studies Recently Used Study Status Search for RB Number, Title, Alias Search

51 result(s) found... 1 - 10

Click to open Study Dashboard	Study Status	Review Board	IRB Number	IRB Expiration	Study Title	Principal	Actions
	Exempt - limited IRB review	IRB	H-31000		testing signoff		
	Inactive - Administratively Closed	IRB	H-31293		testing 2		
	Draft	IRB	H-35016		testing signoff	Khattar, Khaled, BA	
	Draft	IRB	H-38079		testing 2	Khattar, Khaled, BA	
	Draft	IRB	H-41022		test initiate irb through Velos 6-8-21		
	Draft	IRB	H-41826	06/09/2022	test-study-nickname	Khattar, Khaled, BA	
	Expired	IRB			MASTER 2020 DRAFT APPLICATION		

You can use the "Search" box to locate the study or draft. Or you can just scroll down.

Once you locate the study or draft, click on the "Open" icon

This opens the study into the “Submissions” tab.

BOSTON UNIVERSITY MEDICAL CAMPUS **BOSTON MEDICAL CENTER** Account: Khaled Khattar, BA
Department: BMC/BUMC - MED - Institutional Review Board
Path: Home

My Workspaces IRB Number: **H-31000** Study Submissions
Study Alias: 2-18-2011- PI: Administrator

Study Status: **Exempt - limited IRB review** IRB Number: H-31000 Study Title: Testing

Submissions Study Management

Close Exempt Study Current Approval Packet

Protocol Items

- Study Application
- Informed Consents
- Other Study Documents

Submission Forms

Available Forms

- Change Request and Amendments

Submissions History

Study Correspondence

Track Location	Ref Number	Request Type	Process Submission
	1239876	Click on the hyperlink to edit/view the submission. Continuing Review Submission Form	Send Submission
	1229778	Click on the hyperlink to edit/view the submission. IRB has requested a Submission Correction for Change Request and Amendments	Send Submission

Click on “Study Management” tab - blue arrow

IRB Number: **H-31000**
PI: Administrator, BA

Study Management

Back

Study Status: **Approved / Open - Expedited** IRB Number : **H-31000** Study Title : Testing
IRB Expiration Date: 02/16/2015

Submissions **Study Management**

Study Details

- Study Summary/Profile
- Screen Access
- Key Personnel
- External Personnel
- Department Access



Study Tasks

- Study Notebook

Sponsors & Subrecipients

- Sponsor



Drugs and Devices

- Drug/Biologic/Chemical agents
- Devices

Enrollment Criteria

- Inclusion Criteria

This opens the “Define Study Access” page. Here, you will find an updated list of all personnel currently listed on the study.



Account: Khaled Khattar, BA
Department: BMC/BUMC - MED - Institutional Review Board
Path: Home > study mgmt.

Announcements 7 Help My Profile

My Workspaces Study Define Study Access Back

IRB Number: H-31000
Study Alias: 2-18-2011-
PI: Administrator

Study Status: Exempt - limited IRB IRB Number : H-31000 Study Title : Testing


Save Access to the Study

Active History

3.0 List of Internal (BMC/BUMC) Study Personnel. All personnel listed in this section will have access to this study (limited or full access).

Click Here to Setup Study Personnel

3.1 * Please add a Principal Investigator for the study:
(Note: Only faculty members can serve as Principal Investigators on IRB protocols for studies at the School of Dental Medicine) :

Name	Role	Training Record
Administrator	Principal Investigator	 View Training Record

Responsibility
 Student Resident
 Fellow

If the Principal Investigator is a Student, Resident, or Fellow, the name of the Supervising Principal Investigator (formerly known as Faculty Sponsor) must be supplied BOTH in Section 3.3 (Study Contact) AND in Section 3.4 (Supervising Principal Investigator) below.

3.2 If applicable, please select the Research Staff personnel. Individuals must be listed if they will have contact with research subjects or their identifiable data in the performance of any research related activities, including enrollment, consenting, collection of study data, interventions, long-term follow-up or data analysis, either as Co-Investigators in A) or as Research Support Staff in B):