



Welcome to the 1st edition of Tufts MC / TUHS IRB News – updates and useful information from the IRB office for Investigators, Coordinators, and other members of your research team.

Do you know someone who would like to receive IRB News? Send their name and e-mail address to: irboffice@tuftsmedicalcenter.org and we will add them to the IRB distribution list.

Please complete our new [Annual IRB Satisfaction Survey](#)

Please take a few minutes to complete our survey about your experience with the IRB over the last year. We appreciate your feedback!

New [Serious Adverse Event and Unanticipated Problem Reporting Form](#)

The SAE and UP Reporting form has been revised to include questions about the reporting timeframe for SAEs. The form has also been re-formatted so it is easier to complete.

New [Informed Consent Form \(ICF\) Templates](#)

The ICF templates have been revised to make minor changes to the research-related injury language and to provide additional tips about information to include in the ICF.

New [WIRB Updates](#)

The WIRB submission form (Form VIII) has been updated, and the website has been revised to clarify the institutional committee review process, and eligibility criteria for submission to WIRB.

New [IRB Submission Deadline Dates](#)

The IRB has posted deadlines for new study submissions that require review by the convened IRB. Beginning in June, please submit your new study by the posted deadline in order to allow for timely review of your submission. Please note that there are no deadlines for new minimal risk studies that will be reviewed by expedited procedures.

[IRB Staff](#)

Please welcome **Monica Cheng**, the new Assistant IRB Coordinator. She will facilitate the review of minimal risk research and provide support to the IRB office. Monica graduated from Syracuse University in May 2013, with a dual major in Forensic Science and Sociology. She's excited to work with the research community at Tufts Medical Center and Tufts University.

Tufts MC / TUHS IRB website: <http://viceprovost.tufts.edu/HSCIRB/irb-regulations/>

Contact our office at **617-636-7512** Monday to Friday, 8:30 am to 5 pm or stop by during IRB Drop-In Hours Tuesday 2 to 4 pm. We are located in the Tupper Building at 15 Kneeland Street, 1st floor.