How to Agree to Participate

ePIRATE Training

As part of the study submission process in ePIRATE, all study team members must “Agree to Participate”. This can be either at the initial submission of the study or as part of amendments adding study personnel. This tutorial shows you how to Agree to Participate as a study team member in ePIRATE.

You will only be able to Agree to Participate if you have completed the ePIRATE registration process and can login to the ePIRATE system. Tutorials on these processes can be found on our “How Do I?” website.

There is a function in the ePIRATE system that allows existing study team members to send an automated email from the system requesting your participation. If they do so, an email will be sent to the address you included in your ePIRATE profile from UMCIRB@ecu.edu asking for you to agree to participate. There will be a link to the workspace for that study in the email. If you click on the link in the email, slide 5 of this tutorial is where you would begin. Alternatively, you can simply access ePIRATE and navigate to the workspace. Slides 3 and 4 show you how to navigate to the workspace.

East Carolina University

Hell

» | Dashboard | Home | IRB Studies | Committees | Meetings | Contac

Components | Properties | Pe

Click on Dashboard

- ePIRATE Training
- Institutional Review Board
- Common Rule Changes - Effective 01.21.19
- General Information
- Related Links
- Contact Us
- Application Version Information

Find out more about...

ePIRATE Training

Home

Welcome to ePIRATE, the electronic Portal for Institutional Research at East Carolina University.

This site enables East Carolina University to manage all aspects of Institutional Review Board (IRB) compliance processes.

Click on **Dashboard** in the upper left hand corner of this screen to create a study, create and edit your **Profile**, and perform other actions on existing research studies.

***UPGRADE NOTIFICATION: ePIRATE was upgraded on Wednesday, March 17, 2021.** The biggest change that existing users will notice is with the *look* of the IRB application smartform. The "Jump To" menu has moved to the left side of the screen and several other navigation tools on the application pages have been moved. Please review the following 5 minute tutorial explaining this newest upgrade: ePIRATE Upgrade

***9.11.2020**: Existing research studies that are changing their method of paying

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Hello, UMCIRB UMCIRB

» Dashboard | Home | IRB Studies | Issues

IRB Submissions

Page for UMCIRB UMCIRB

My Roles

- IRB Submissions
- Dept/Div Approvers
- Faculty Advisor/Supervisor Approvers
- New Registered User

Make sure you are in the IRB Submissions role

starting point for all interactions with this site. Note the following:

ay require immediate action by you to speed your submission through the review
s an item.

- **Monitor** the progress of your submissions using the Inbox and IRB tabs.
- Use the **Profile** tab below t e date you completed your IRB training modules which bject research.
- **Quick Links** in the lower le Conflict of Interest (COI) Disclosure form and other mission process. To complete the submission process mo r upload as you move through the application.

Your Inbox will show any items that require your attention.

Create

New Study

Please note:

for upload prior to creating your study.
Utilize Quick Links below to
find templates and other tools.

Click on the item name to access the workspace.

Quick Links

Consent Form Templates, COI

Inbox | IRB Studies | Templates | Profile

Displays all items which require action by the study team. Click on links for more information.

Filter by Name | Enter text to search for | + Add Filter | × Clear All

Name	Date Modified	Type	Owner	State	Last State Change
Test Study	6/16/2021 8:30 PM	Study		Clarification Required (Department Review)	6/16/2021 8:10 PM
Missed study visit	6/16/2021 7:34 PM	Reportable Event	Gilbird, Neil	Pre Submission	5/24/2021 5:51 PM
New Template Study To Start Working On	6/16/2021 7:29 PM	Study		Pre Submission	5/24/2021 5:48 PM

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Dashboard | Home | IRB Studies | Issues

Amendments | Continuing Reviews | Final Report | Reportable Events

Help

Current State

Pre Submission

Edit Study

Printer Version

View SmartForm Progress

My Activities

- Submit Study
- Withdraw
- Log Public Comment
- Copy Study
- Edit Email List
- Send Email to Study Team
- Request Participant Agreement
- Agree to Participate

Study:Tutorial Study (UMCIRB 21-001255)

Description: This study has been created to show various functions within the ePIRATE system.

Principal Investigator: UMCIRB UMCIRB **Study Coordinator:**

Funding Type: No Funding **Review Type:** Exempt

Sponsor:

History | Attachments | Change Log | Agree to Participate

This area shows instructions and questions and important notifications regarding this Study.

Filter by Activity Enter text to search for + Add Filter × Clear All

Activity Date

5/24/2021 1:17 PM

The Agree to Participate button allows study team members to formally agree to participate on this study. All study team members, even the Principal Investigator, must click this button.

Agree to Participate

Key Personnel Attestation

I certify that I have received sufficient training to fulfill my responsibilities in this research.

I also certify that I have read the proposed research and either have a copy for my records or know where I can obtain one, should I have questions. I agree to follow and abide by all ECU University & Medical Center Institutional Review Board (UMCIRB) policies and procedures, as well as by all federal state and local laws concerning the protection of human participants in research including, but not limited to:

- Implementing no changes in the approved protocol or consent document without prior review and approval of the UMCIRB;
- Respecting the privacy of each participant and the confidentiality of the information gathered about participants;
- Notifying the Principal Investigator of any unanticipated problems that are serious or more severe than anticipated, related or possibly related to the research, and unexpected, either in severity or frequency;
- Notifying the Principal Investigator of all deaths immediately; and
- Reporting to the UMCIRB, any conflict of interest or perceived non-compliance.

I understand that as Key Personnel in this research, I have responsibility for the protection of the rights and welfare of the human participants involved.

If you have finished completing this form, click "OK" below. The proposal cannot go forward without your response. If you have questions for the Principal Investigator about your role in this research, click "Cancel".

I agree with the above statements.

Click "OK" to complete the agree to participate process

The information contained on the submission screen in the previous slide is extremely important as it lays out the terms a study team member is agreeing to in undertaking the proposed human subjects research.

In addition to agreeing to participate, you will also need to complete required CITI module training (at least every three years).

Depending on the funding source, you may be required to complete Good Clinical Practice (GCP) training. This is required for all NIH funded research and many industry sponsors require it as well.

Research studies undergoing review by the full convened Committee also require all study team members to upload copies of their resumes/CVs in their ePIRATE profiles.

Additional information on the above requirements can be found on our website at https://rede.ecu.edu/umcirb/.