How to Register to Use ePIRATE: ECU Users

ePIRATE Training

ECU

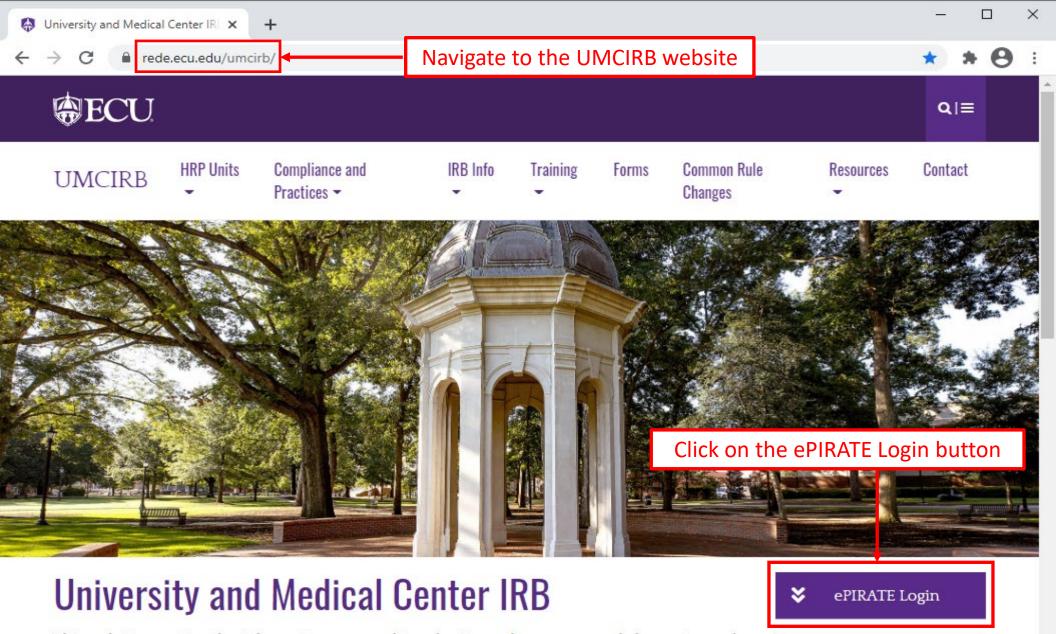To use ePIRATE you must first register to be a user.

Registration is required for both ECU users (people with a PirateID) and non-ECU users.

You will not be allowed to submit a new study or access an existing study until your registration has been processed by the University and Medical Center Institutional Review Board (UMCIRB) office.

You will receive an email notification once your ePIRATE account has been processed.

If you have an existing ePIRATE account and your status has changed (i.e. you have an ePIRATE account as a student and then you become an ECU employee who requires continued access to ePIRATE) please do not register again in ePIRATE, rather contact the UMCIRB office and allow a staff member to assist you with updating your existing account. Having two accounts in ePIRATE only creates confusion.

ECU.

University & Medical Center Institutional Review Board

Navigate to the UMCIRB website

Click on the ePIRATE Login button

ECU

UMCIRB | HRP Units ▾ | Compliance and Practices ▾ | IRB Info ▾ | Training ▾ | Forms | Common Rule Changes | Resources ▾ | Contact

University and Medical Center IRB

This website contains the information you need to submit your human research for review and approval by the University and Medical Center Institutional Review Board (UMCIRB). The primary function of the UMCIRB is to protect the rights and welfare of human participants in research at ECU, Vidant Medical Center and its affiliates and in research conducted elsewhere by faculty, students, staff or other representatives of the university in connection with their responsibilities or education. This mission is accomplished by an institutional commitment to

≫ ePIRATE Login

≫ UMCIRB Directory

≫ Is it Human Research?

East Carolina University

ECU Users with a PirateID enter here:
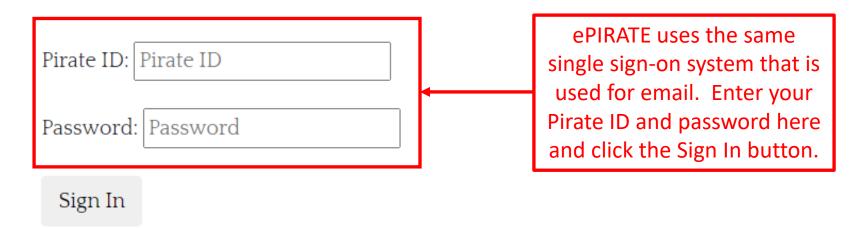
[LOGIN]

Click on the
[LOGIN] button

If you do not have a PirateID,

[click here]

After signing into this site, you are bound by the terms and conditions set forth when you received your account.

ECU Single Sign On

Pirate ID: [Pirate ID]

Password: [Password]

ePIRATE uses the same single sign-on system that is used for email. Enter your Pirate ID and password here and click the Sign In button.

Sign In

East Carolina University | Information Technology and Computing Services

IT Help Desk | 252-328-9866

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Account Registration

* Pirate ID or UserID: [_____]

Salutation: [__ ▼]

* First: [_____]

Middle: [_____]

* Last: [_____]

Suffix: [_____]

* E-mail 1: [_____]

E-mail 2: [_____]

* Institutional Affiliation: [_____ ▼]

Other Institution (if not listed above): [_____]

* ECU School/ Department: [_____] [...]

If you are not affiliated with ECU, please select "Other Organization/Institution".

Title: [_____]

Degrees/ Credentials: [_____]

* Please select all applicable statements regarding your use of the ePIRATE system.

Name
☐ I conduct research requiring approval from an Institutional Review Board (IRB) (i.e. I am a researcher or investigator).
☐ I am a study coordinator or staff member of a research study team.
☐ I am a faculty mentor/supervisor of a student researcher.
☐ I am a department approver, Dean or Associate Dean.
☐ I am a PCMH/ECU Institutional Approval for Research Group member
☐ I am an IRB committee member.
☐ I am an affiliated Human Protections Administrator or an ECU Administrator.
☐ I am a consultant.

If you do not already have an ePIRATE account, an Account Registration page will open. Some of the information will auto-populate based on your PirateID account; do not alter these fields.

Tips for completing the registration screen:

For ECU users (users with a PirateID), you should select East Carolina University as your "Institutional Affiliation".

For "ECU School/Department" select the college/division/ department/school with which you are affiliated:

> If you are an undergraduate or graduate student this would be the college/division/department/school from which you are matriculating;

> If you are a medical student this would be the department with which you are affiliated for the purposes of the research project in which you are involved;

> For faculty and staff this is the college/division/department/school in which you are employed.

It is important for this information to be accurate to ensure proper routing of new study submissions for approval.

"Title" is your title, not the title of your proposed research study.

ECU.

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☐ I am a PCMH/ECU Institutional Approval for Research Group member

☐ I am an IRB committee member.

☐ I am an Administ

☐ I am a c

Any items with a red asterisk are required to be completed. The system will not allow you to register until they have responses.

Phone Numbers

* Office: [   ]

Mobile: [   ]

Fax: [   ]

Addresses

* Address 1: [   ]

Address 2: [   ]

Mail Stop: [   ]

City: [   ]

State: [▼   ]   Zip: [   ]

Country: [▼]

* Required

Once you have completed the account registration page, click the Register button

[Register]

ePIRATE registrations are usually processed same or next day by UMCIRB staff with the exception of weekends.

You will receive a notification from UMCIRB@ecu.edu once your registration is processed.

Once your ePIRATE account has been processed you will need to set up your ePIRATE profile; see the ePIRATE page of our website for instructions on how to manage your profile.

If your registration is incomplete or there are questions about the information you provided a UMCIRB staff member will contact you for clarification.

If you are contacted for clarification of your registration and do not respond within seven days your pending registration will be deleted and you will need to register again.

If you have not received a notification from UMCIRB@ecu.edu or it has been longer than a couple of days since you registered and you have not heard from a UMCIRB staff member feel free to contact the office by emailing UMCIRB@ecu.edu or calling the office at 252-744-2914 to check on the status of your registration.