

How to Register to Use ePIRATE: Non-ECU Users

ePIRATE Training



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 a Vidant 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.



Navigate to the UMCIRB website



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Click on the ePIRATE Login button

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?

ECU Users with a PirateID enter here:

[LOGIN]

If you do not have a PirateID,

[\[click here\]](#)

Click on the
[click here]
button

Login as

User Name:

Password:

Login

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

Then click on
the Non-ECU
Registration
button

[Non-ECU Registration](#)

Account Registration

* Pirate ID or UserID:

Salutation:

* First:

Middle:

* Last:

Suffix:

* E-mail 1:

E-mail 2:

* 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.

* 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:

An Account Registration page will open. You will need to create your own UserID which will be used to access the system once your registration has been processed. You will choose a password for your account after your registration has been processed.

Tips for completing the registration screen:

As a non-ECU user please provide the username of your choice.

Non-ECU users should select the institution with which they are affiliated from the drop down list for “Institutional Affiliation”; if your institution does not appear in this list select “Other Organization/Institution” and then list the name of your institution in the box titled “Other Institution”

For “ECU School/Department” select “Other Organization/Institution” if you are not affiliated with ECU

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



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.

As a non-ECU user, the notification you receive will contain a temporary password; upon first login to ePIRATE, after your registration has been processed, you will be prompted to change the temporary password. There is a tutorial on the first-time login process available on our “How Do I?” website at <https://rede.ecu.edu/umcirb/epirate/how-do-i/>

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.

