TO: CTRC Investigators
FROM: John Buse, MD
Clinical and Translational Research Center
DATE: August 16, 2011
RE: IRB Modifications Submission Policy

As of August 17, 2011, the CTRC will no longer require investigators to submit a paper copy of IRB modifications to the CTRC protocol desk in Brinkhous-Bullitt Building prior to submission to the IRB. Investigators should bring IRB modifications directly to the IRB. The IRB personnel are aware of this change and will not reject an IRB modification that does contain the CTRC stamp. The IRB will notify the CTRC of changes to the protocol when the approval letter is issued electronically.

Please note: the process for new protocol submissions and renewal applications to the CTRC will remain unchanged at this time. Renewals and renewals with modifications still require a copy to be delivered to the CTRC protocol desk in Brinkhous-Bullitt and stamped before submission to the IRB. The good news is this will only require one trip per year for most studies.

The CTRC protocol staff are continuing to look for ways to streamline the submission and review process. Additional changes may be implemented in the near future. Stay tuned. Additional information can be found at: http://tracs.unc.edu/ctrc/protocol-submission-instructions.html

Thank you.