

Policy Changes and Clarifications Affecting Researchers and/or Zipline

Zipline Account Creation *(Implemented July 28, 2021)*

Users who are new to Zipline must now request an account from hsdinfo@uw.edu before they can access the system instead of the previous self-generation process.

System Release Highlights

Create User Page

- The page that users are directed to if they do not have a Zipline account has been revised to add the name and contact information of someone who can confirm the requestor's institutional affiliation to the list of required information to provide with an account request

Updated Documents Highlights

APPLICATION IRB Protocol

- Upload version 3.6, revised 08/26/2021 to Zipline. Changes from previous version uploaded in Zipline:
 - Revise COVID confirmation in question 1.1
 - Remove question 2.9 COVID screening
 - Add note that researchers should contact UW Finance for guidance about when they are required to collect SSN to question 4.4
 - Add instructions for how to find information about what constitutes the UW Covered Entity to question 5.7
 - Remove question 5.16 Research equipment and COVID 19
 - Clarify that the REDCap Mobile application does not capture legally valid e-signatures in question 8.4.b
 - Add example of how to request an exception to particular data security protections in question 9.6.b

Updated Documents Highlights

- Add link to the ITHS DSMP webpage to question 10.6

APPLICATION IRB Protocol, No Contact with Subjects

- Upload version 2.9, revised 8/26/2021. Changes from previous version uploaded in Zipline:
 - Add instructions for how to find information about what constitutes the UW Covered Entity to question 5.6

REQUEST External IRB Review

- Upload version 3.5, revised 07/22/2021, to Zipline. Changes from previous version uploaded in Zipline:
 - Clarify that the REDCap Mobile application does not capture legally valid e-signatures in question 4.9
 - Revise COVID confirmation in question 4.10

LETTER TEMPLATES

- The Approval, Conversion Approval, Exempt, Modification Approval, and Continuing Review Approval templates have been revised to update the note about COVID requirements so that it refers to the HSD website for current guidelines