Policy Changes Affecting Researchers and/or Zipline

Lapsed IRB Approval: Effective September 1, 2022
- HSD's policy on research with lapsed IRB approval has been revised to provide more robust follow-up of studies once IRB approval has expired with an emphasis on studies that involve more risk. Language in the Zipline notifications, and template letters listed below has been updated to reflect this new policy. See the [Renew Your IRB Approval](#) webpage for details about [What if your IRB approval expired?](#)

System Release Highlights

Activity: Automatic Account Creation
- Adding a check that sends users who do not have an allowed UW NetID to a helpful login failure page

Notifications: Approaching Deadline for Continuing Review; Lapsed IRB Approval
- Adding text describing the steps that may be taken in the event of a lapse in IRB approval

Faculty Advisor
- Adding text to the “Manage Ancillary Review” Activity that prompts students to add their Faculty Advisor

Difference between a PI Proxy and a Primary Contact
- Adding a link to the online help library describing the study team roles on the “Assign PI Proxy” Activity

PIs who are Students or Residents
- Splitting the instructions regarding Faculty Advisors and IRB 101 Certificate completion into two lines for clarification
- Add a line of text under “Other Attachments” on the Local Site Documents page prompting student and resident PIs to upload their IRB 101 Certificates

Help Text Updates

Assign Primary Contact Activity
- Added a NOTE that the Primary Contact may not submit studies on behalf of the PI

Office of Research
Human Subjects Division
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## Updated Documents and Web Page Highlights

### APPLICATION IRB Protocol
- Update to records retention requirements for subject identifiers
- Typo fixes and other minor organizational updates

### APPLICATION IRB Protocol, No Contact with Subjects
- Remove cannabis question
- Update to records retention requirements for subject identifiers
- Typo fixes and other minor organizational updates

### LETTER Templates
- The IRB Approval and Continuing Review templates have been updated with text describing the steps that may be taken in the event of a lapse in IRB approval

### REQUEST External IRB Review
- Add UW policy notifications for MTurk, eCare/MyChart/Care Everywhere, UW Medicine and UW Dentistry fellows/residents