

March 30, 2022

## Two-Thirds There!

July 2021 was the start of a yearlong transition period from the legacy eIRB Services system to the new Kualu IRB system. The OIA team deeply appreciates your patience and tenacity both as you learn the new system and as we navigate significant structural and policy changes in our office (and as everyone continues to adapt to the pandemic and new normal).

The extra work of this transition is already more than half over and we need your help to make it to the finish line of this important project. Please continue to follow our original [matrix](#) and [additional guidance](#) for studies that do not fall into the matrix. Also see below for important reminders when a study from the legacy e-IRB Services system is not easily located in Kualu or help from OIA is needed.

Together we can finish this transition period strong and continue the groundbreaking research that makes us proud to be Tritons!

## Reminder: Orphan Studies

In early July 2021, OIA released a [matrix](#) for how investigators should continue to use the legacy e-IRB Services system during the period of transition to Kualu. While this matrix included many common scenarios we expected, it did not address what OIA is referring to as "Orphan Studies":

- Studies with 3-year approvals
- Studies with expiration dates after July 2022
- Studies without expiration dates
- Studies determined to be Exempt
- Studies relying on an external IRB
- Studies that involved only Stem Cell Research Oversight (SCRO) review without IRB review

In February 2022, OIA released [additional guidance](#) for how these Orphan Studies should be handled.

**Please Note:** Studies with 3-year approvals, expiration dates after July 2022, and without an expiration date must be submitted for transition to Kualu by **June 3, 2022**.

Not sure what kind of study you have? View our guide [here](#) to help.

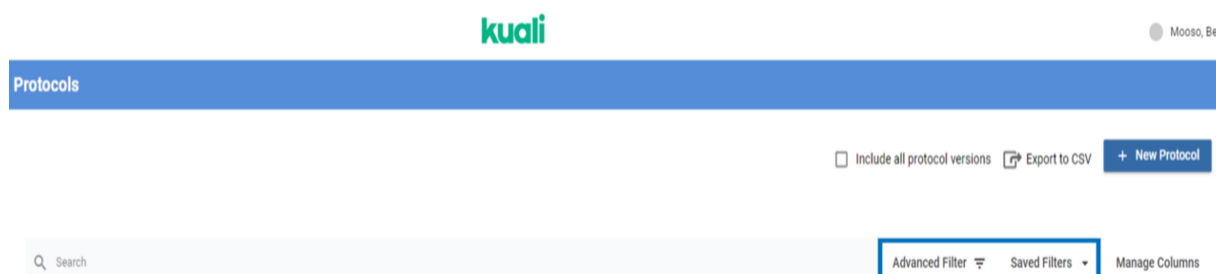
## Reminder: e-IRB Being Retired

Any documents contained within the legacy e-IRB Services system will not be readily accessible after July 2022. As such, researchers are encouraged to download any documents they will need after July 2022 now.

## Reminder: Troubleshooting Missing Studies

OIA exported limited information from the legacy e-IRB Services system to create shell records for studies in Kualu. Although the export went smoothly, some users don't see all the studies they expect. Here's why (and what to do if it happens to you):

The first step for any user is to make sure no Advanced Filter or Saved Filters are limiting views (buttons near the right of the Manage Protocols screen; see blue box in screenshot).



If you are **not** the Principal Investigator (PI), the shell record will not be visible to you at first. If this happens to you, check with the PI. If the study is visible to them, they just need to quickly add you to the Permissions (see [PI Permission Step by Step](#)).

If you are the PI and a shell record is not visible to you, contact OIA for help. It is usually one of two scenarios:

1. A matter of associating multiple legacy system profiles and/or non-university email addresses with a single identity, has been solved by the vendor and ITS. Cases are still possible, but unlikely.
2. The study was not included in the export from the legacy system. Examples include:
  - some older reliances on external IRBs,
  - new studies that were submitted in the legacy system after mid-June, or
  - new studies that were on hold pending approval from an ancillary review body.

## Reminder: Getting Help

[Kualu IRB Knowledge Base Articles \(KBAs\)](#) are part of the growing Research Knowledge Base. We generate new articles and update older articles in response to trends in questions or problems submitted by the research community.

Install and enable the [WalkMe](#) extension in your browser to get contextual help as you navigate Kualu IRB. This includes tips about using the system as well as key regulatory background. The extension is approved for Campus and Health Sciences computers.

Contact OIA by email at [irb@ucsd.edu](mailto:irb@ucsd.edu) or by voicemail at 858.246.4777 with questions or to report errors/issues. For questions about Kualu in relation to single IRB/reliance arrangements, contact [irbrely@ucsd.edu](mailto:irbrely@ucsd.edu).

Please be sure to include the protocol number (if available) and a reference to the system you are using ("e-IRB" or "Kualu IRB"). This will help the OIA team triage and troubleshoot.

University of California San Diego, 9500 Gilman Drive, La Jolla, CA, 92093

Share this email:



[Manage your preferences](#) | [Unsubscribe](#)

This email was sent to .  
To continue receiving our emails, add us to your address book.

UC San Diego

[Subscribe](#) to our email list.