

November 3, 2022

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## Winter Closure

Please note the following regarding the Office of IRB Administration (OIA) operating schedule in December. Please keep these adjustments in mind when preparing IRB submissions.

As always, IRB meeting dates are available [here](#). For information about handling urgent changes or emergency use of investigational products without IRB approval, please see the end of this message.

*On behalf of the OIA staff and IRB members, we wish you all the best. Happy Holidays!*

**December 23-January 2: UC San Diego, including the OIA, will be closed for winter holidays and will re-open Tuesday, January 3, 2023.**

**Please submit all renewals that need to occur prior to January 16, 2023 by November 30, 2022 to ensure that they are renewed in a timely fashion and do not expire.**

Note: You may implement changes to research to eliminate an apparent immediate hazard to a subject without obtaining prospective IRB approval. Changes made in those circumstances must subsequently be reported to the IRB within 5 days.

You may make emergency treatment use of investigational products according to the appropriate FDA instructions for [drugs](#) or [devices](#) (including permission from the FDA as required). If you are considering such use from December 23 – January 2, please contact the IRB at 858-229-8978. Such emergency uses must be reported to the IRB within 5 days.

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