

Memo

Date: 28 September 2009
To: Investigators and Research Personnel
From: Lori Roesch, CIM, CIP, Manager, RSPP Office, Aurora IRB
Re: *Lori Roesch*
Implementation of Aurora IRB restructuring plan



Research Subject
Protection Program

As you may have heard, the IRB Steering Committee and RSPP have been working on restructuring our biomedical Aurora IRBs. We had several reasons for considering changes, and our goals are namely to:

- Improve the board's nimbleness to respond to its stakeholders
- Improve the board's efficiency and simplify its processes
- Improve both board attendance and engagement in the process
- Increase board discussion quality, while not censoring board deliberations
- Provide better consistency of our Institutional Review Board processes throughout Aurora in concert with "One-Aurora"
- Manage Aurora's resources more effectively
- Improve the overall function and outcomes associated with the IRB process

We had conducted a Reactor Panel earlier in the year to get feedback on our preliminary proposal, and have spent time incorporating the panel's suggestions into our final plan. We are now in the final stages of preparation, and although the changes shouldn't significantly affect you, there is a few things we wanted to let you know before we reach our target start date of November 11th.

1. We will now have one biomedical IRB, which will be known as 'Aurora IRB Biomedical'. We will convene meetings every other Wednesday beginning at 11:30. The meetings will be held in the Winter Building First Floor Conference Room.
2. A revised submission deadline will go into effect on 10/14/09. We have included the revised meeting and submission deadline schedule with this notification, and will also be posting the document on our web site shortly. Deadlines will be every other Wednesday at noon.
3. The Aurora IRB APH (which will be known as 'Aurora IRB Behavioral') has not changed and will continue to meet on a monthly basis, as needed. If you are unsure whether your protocol would be considered behavioral, please call the RSPP office.
4. We will drop the 'L' or 'S' prefix of our protocol numbering system (the 'P' prefix will remain). If you forget and use it anyway, it won't be a problem for us.
5. We will continue with our current lead time for continuing review notification and will continue to schedule protocol review two meetings before the protocol is due to expire, to allow for any problems that IRB members may have with the protocol. We will not be changing our notification schedule or deadline for receipt of the materials at this point.
6. We will still encourage the principal investigator and coordinator to attend the IRB meeting to address IRB member's questions and concerns. If schedules will not allow attendance in person, we will have a high quality teleconference system available.

After we've gone through several meeting cycles under this new structure, we will assess how it's working and whether other improvements can be made.

Debi is in the best position to answer any specific questions you may have about the restructuring; however, Debi will be on vacation from 10/1 – 10/12. If you need an answer before the 12th, please contact Linda who will route your question to the appropriate person. Thank you.