What is eIRB Study Staff?

In eIRB, Study Staff Roles are determined on the first page of the SmartForm questionnaire. Each question dealing with study staff will provide the user the ability to choose from a list of names in the eResearch system except for question #9. The names on the provided list are obtained from a database called Emory Shared Data (ESD). This is the same information you see when you search the Emory On-line Directory.

ESD is populated from a combination of sources. Most information in ESD is from Emory Faculty, Students and Staff. Emory’s AAIT provides a sponsored account for Non-Emory personnel needing access to Emory resources. These sponsored accounts are also in ESD.
The Principal Investigator **MUST be Emory Faculty or Student**. The Principal Investigator is associated to the study in question #5 of the Study SmartForm. Principal Investigators can create, edit and submit studies, amendments, reportable events, continuing reviews and terminations.

Co-Investigators can be Emory or Non-Emory personnel. Co-Investigators are associated to the study in question #6 of the Study SmartForm. Co-Investigators can create, edit and submit changes for studies, amendments, reportable events, continuing reviews and terminations.

Co-Investigators MUST accept/decline their role on the study.

If the Co-Investigator is an Emory Faculty or Student, they **must** be associated to the study in question #6. If the Co-Investigator is NOT an Emory Faculty or Student, they **may** be associated to the study in question #6 if they have an Emory Sponsored Account and have been added to the eResearch. If they do not have a sponsored account, they must be added in question #9 of the study SmartForm.

Only Co-Investigators associated to the study in question #6 can create or edit in eIRB.

Study Coordinators can be Emory or Non-Emory personnel. Study Coordinators are associated to the study in question #7 of the Study SmartForm. Study Coordinators can create, edit and submit changes for studies, amendments, reportable events, continuing reviews and terminations.

If the Study Coordinator is an Emory Faculty, Staff or Student, they **must** be associated to the study in question #7. If the Study Coordinator is NOT an Emory Faculty, Staff or Student, they **may** be associated to the study in question #7 if they have an Emory Sponsored Account and have been added to the eResearch. If they do not have a sponsored account, they must be added in question #9 of the study SmartForm.

Only Study Coordinators associated to the study in question #7 can create, edit or submit changes in eIRB.

Other Emory Study Staff can be Emory or Non-Emory personnel. Other Emory Study Staff are associated to the study in question #8 of the Study SmartForm. Other Emory Study Staff can ONLY view information in eIRB.

If the Other Emory Study Staff is an Emory Faculty, Staff or Student, they **must** be associated to the study in question #8. If the Other Emory Study Staff is NOT an Emory Faculty, Staff or Student, they **may** be associated to the study in question #8 if they have an Emory Sponsored Account and have been added to the eResearch. If they do not have a sponsored account, they must be added in question #9 of the study SmartForm.

Only Other Emory Study Staff associated to the study in question #8 can view items in eIRB.

Non-Emory Study Staff can only be Non-Emory personnel. Non-Emory Study Staff are associated to the study in question #9 of the Study SmartForm. Non-Emory Study Staff can NOT log into eIRB. They have do not access to eResearch or any information contained in eResearch. Do not enter Emory personnel in this section.

Refer to the IRB ([http://www.emory.edu/irb](http://www.emory.edu/irb)) or AAIT ([http://it.emory.edu](http://it.emory.edu)) website on information pertaining to sponsored accounts.