How to Submit Mod’s, Continuing Reviews, and Adverse Event Forms in IRBManager

1) Log into IRBManager at https://etsu.my.irbmanager.com/
2) Choose the desired study and double click the blue link/Study ID.
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3) Under ‘Actions’, choose ‘Start xForm’.
4) Under ‘Forms’, choose the blue link for the desired form.

- **Form 107** = Continuing Review/Study Closure
- **Form 109** = Unanticipated Problem/Event Reporting Form (UPIRTSO) (OR Non-reportable events tracking log as appropriate)
- **Modification Request form.** (or VA Modification Request Form)
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