



3. Choose “Modification/Update” if you want to change some part(s) of your study.

You can select “Modification and Continuing Review” **only if you also need to renew your project for another 12 months (within 30 days of expiration).**

## Modification / Continuing Review / Study Closure

\* What is the purpose of this submission? ?

- Continuing Review
  - Modification and Continuing Review
  - Modification/Update
- [Clear](#)

4. Next, select **both** “Study team member information” and “Other parts of the study” as the modification scope.

## Modification / Continuing Review / Study Closure

\* What is the purpose of this submission? ?

- Continuing Review
  - Modification and Continuing Review
  - Modification/Update
- [Clear](#)

**Modification scope:**

- Study team member information
- Other parts of the study

Active Modification for This Study

## Human Research Protection Program – KU Lawrence eCompliance Guide

5. On the Modification Information page you can provide information about the changes you are requesting. Check all boxes that are relevant to your modification.

Use the “Summarize the modifications” section (required) to clearly describe the changes you are requesting.

1. In lay terms, summarize the key changes being proposed.
2. Summarize the reason for the changes.
3. List the documents included in the submission.

It is also helpful to list who you are changing the PI to here.


## Modification Information

### 1. Study enrollment status:

- No subjects have been enrolled to date
- Subjects are currently enrolled
- Study is permanently closed to enrollment
- All subjects have completed all study-related interventions
- Collection of private identifiable information is complete

### 2. Notification of subjects: (check all that apply)

- Current subjects will be notified of these changes
- Former subjects will be notified of these changes

 Attach files: If notifying subjects, add a description of how they will be notified to the Supporting Documents page.

### 3. \* Summarize the modifications:

Changing the PI to Dr. Gallagher.

Human Research Protection Program

[irb@ku.edu](mailto:irb@ku.edu)

785-864-7429 ext. 1

6. On the Basic Information page you will be able to change the PI (Questions 4). Click the three dots to add a new PI.

**Note: If the new PI is a current study team member, you may need remove the individual from the study team before they can be added as the Principal Investigator. See directions in Step 6.**

## Basic Information

**1. \* Title of study:**

**2. \* Short title:**

**3. \* Brief description: ?**

**4. \* Principal investigator:**

Anita Anderson 



- On the Study Team Members Page, edit the study team. If the individual who was previously listed as the PI is still engaged in the study, please remember to add their name to the study team, or they will no longer be listed on the study.

**\*\*NOTE: If you are using one of the current study team members as the new PI, remove that person from the study team, click “Save,” then “Exit,” then click “Edit Modification/CR” again and navigate to the Basic Information page (as shown in Step 5).**

## Study Team Members

- Identify each additional person involved in the design, conduct, or reporting of the research: ?

Name	Roles	Financial Interest	Involved in Consent	E-mail	Phone
There are no items to display					

- Click through the rest of the study pages and click “Finish” on the last page.

## Supporting Documents ?

Attach supporting files, naming them as you want them to appear in the approval letter:

Document	Category	Date Modified	Document History
There are no items to display			

Suggested attachments:

- Completed checklist of meeting Department of Energy requirements, if applicable
- Other study-related documents not attached on previous forms

Navigation bar: << Back | Save | Exit | Hide/Show Errors | Print | Jump To | **Finish**

- Be sure to click the “Submit” button so that your submission is sent to a reviewer.

## Pre-Submission

Entered IRB:  
Last updated: 7/14/2017 12:43 PM

### Next Steps

- Edit Modification/CR
- Printer Version
- View Differences
- Submit**
- Discard
- Manage Ancillary Reviews
- Add Comment
- NotifyPI

### Status Change Alert

**DRAFT SUBMISSION STAGE.** Click “Submit” or “Notify PI” to

## MOD00013812: Modification STUDY00141109

**Principal investigator:** Joshua Aarnes  
**Submission type:** Modification/Update  
**Primary contact:** Anita Anderson  
**IRB coordinator:**



Looking for something else? There is more information available on the [HRPP website](#):

**Quickstart**

- ✓ [Creating a Single-Site Study](#)
- ✓ [Creating a Multi-Site Study](#)
- ✓ [Continuing Review](#)
- ✓ [Responding to Clarifications](#)
- ✓ [Closing a Study](#)
- ✓ [Accessing a Study](#)
- ✓ [Adding Funding](#)
- ✓ [Creating an External IRB Study](#)
- ✓ [Modification](#)
- ✓ [Study Team Modification](#)

**Guides**

- ✓ [Student Ancillary Review Guide](#)
- ✓ [Faculty Ancillary Review Guide](#)