IRB Member ORRP Communication Tip Sheet

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| **Topic** | **Contact** |
| **CITI Training**  What is it?  Why do I need to complete it?  How do I access it?  How often do I need to complete it? | Ellen Patricia  [Patricia.1@osu.edu](mailto:Patricia.1@osu.edu)  (614) 688-5556 |
| **Convened Meeting Logistics, Attendance, Preparation,**  **Protocol/Regulatory Specific Questions , Expedited Reviewer Schedule**  How will I know when I need to attend a convened meeting?  What is my schedule for reviewing expedited protocols?  What do I do if I am scheduled to attend a meeting and can’t?  Where do I park for a meeting?  How do I prepare for a meeting?  What are the various levels of review?  Where can I find regulatory information on the website?  What are the various IRB actions and what do they mean? | BSS: Michael Donovan  [Donovan.6@osu.edu](mailto:Donovan.6@osu.edu)  (614) 292-6950  Biomedical: Tish Denlinger  [Denlinger.33@oasu.edu](mailto:Denlinger.33@oasu.edu)  (614) 688-3330  Cancer: Paul Montesanti  [Montesanti.2@osu.edu](mailto:Montesanti.2@osu.edu)  (614) 292-9804 |
| **University Closings (e.g., inclement weather)**  How do I know if the University is closed/meeting cancelled? | ORRP Front Desk  (614) 688-8457 |
| **Other Issues/Concerns (e.g., BuckeyeBox/COI)** | BSS: Joni Barnard  [Barnard.15@osu.edu](mailto:Barnard.15@osu.edu)  (614) 688-3405  Cancer/Biomedical: Sandra Meadows  [Meadows.8@osu.edu](mailto:Meadows.8@osu.edu)  (614) 688-8641 |