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 PatriciaPatricia.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 (614) 292-6950 Biomedical: Tish DenlingerDenlinger.33@oasu.edu (614) 688-3330Cancer: Paul Montesanti 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(614) 688-3405Cancer/Biomedical: Sandra MeadowsMeadows.8@osu.edu(614) 688-8641 |