How do I see the current status of my protocol?

There are two places to see the status of the submitted HP through the protocol Folder View.

- From the side menu in the protocol user interface
- From the Status History link (allows users to trace the history and current state)

Please confirm that your browser pop up blockers are not on before starting to work Log into My Research at <u>http://aws.utoronto.ca/services/my-research-mr/</u>

Click on:

- 1. My Research
- 2. Human Research Protocols
- 3. PI
- 4. My Human Research Protocols
- 5. Protocol #
- 6. Protocol Title or Open Folder View button

	minis	strative W	/eb Services									
											Welcome: Test	t Userid 01 - RIS
To protect the security of yo	ur data	a, this applic	ation will automatically rminate in 01:34:11. Uns	aved work will be lost.								
Welcome Inbox	My	HR Self-Service	My Research									
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Research Applications My Rese	earch On	I-line Anima	Protocols Human Research Protocols									
N= CO_PI		-										
N. Adhoc Un		Human Prot	tocol Search for PI - Submitted (321) Human Protocol	Search for PI - Unsubmitted (259)							
- PI		0										
My Human Research Protoco	$\langle \rangle$	(4)										
Board Meetings (PI)	V	wew: (oranoa	Geo Open Folder View Create New Pro	tocol Create Amendment	Create Renewal Create PCR Create AER	Create PDR	Copy BRe-Assign Legacy PI Export 4	C Refresh				
N+ Designate		Protocol #	HP Tibe	Applicant Name	Applicant Primary Appointment	Applicant Rank	REB	Protocol Type	Create Date	Expiry Date	Legacy Protocol	Renew #
N ₄ Reports		35488	sample student legacy protocol for CL	Dr	Faculty of Social Work - Faculty of Social Work	Professor	HIV/AIDS Committee	Investigator	17.01.2018	16.01.2019	x	
A Supervisor		35487	Sample for CL ian17 - returned for revisions by Reviewers	Dr	Faculty of Social Work - Faculty of Social Work	Professor	Social Sciences, Humanities & Education	Investigator	17.01.2018			
		35486	NP 11.01	Dr	Faculty of Social Work - Faculty of Social Work	Professor	Health Sciences REB	Investigator	17.01.2018	17.01.2019		
		35485	Test PCR created before reassign v2	Dr	Faculty of Social Work - Faculty of Social Work	Professor	HIV/AIDS Committee	Investigator	16.01.2018	15.01.2019	x	
	N	35483	test reassion with PCR in development	(6)	Faculty of Social Work - Faculty of Social Work	Professor	HIV/AIDS Committee	Investigator	16.01.2018		x	
	1	35481	Occupational Health Demo - Jan 11 2010 returned for h		Faculty of Social Work - Faculty of Social Work	Professor	Health Sciences REB	Investigator	11.01.2018			
(5)	/	35479	URA 58 test 1	Dr	Faculty of Social Work - Faculty of Social Work	Professor	Health Sciences REB	Investigator	09.01.2018			
		35477	Tite	Dr	Faculty of Social Work - Faculty of Social Work	Professor	HIV REB	Investigator	08.01.2018			
		35466	Sample for SW - ready to submit edit	Dr	Pacuity of Social Work - Faculty of Social Work	Protessor	Health Sciences REB	investigator	08.12.2017			
		35465	Sample for SW - returned for revisions by Reviewers	Dr	Pacuty of Social Work - Pacuty of Social Work	Protessor	Health Sciences HEB	investigator	07.12.2017			1

7. In the Folder View, click on Document # to open HP

Checkmark indicates that there are related Human Protoc documents under 58 test 1	Navigate through tabs to										
Applicant: tab.	chose document										
Original Approval Date: 0000-00-00	type										
Current Expiry Date: 0000-00-00											
did' View Currently Appr											
Approved Voriginal Amendment Renewal	Protocol Completion Report	Protocol Deviation	Report Post-Approval Re	view Adverse Events Report							
Documer Version		Create Da	ate		Submit						
		2018-01-	09		2018-0						

8. In Identification page of HP, click on Status History (can be clicked from any page of the protocol)

<u>0 - Identification</u>	Identificatio	n				_			_		
1 - history - Progress 2 - Location 3 - Agreements and Reviews 4 - Potential Conflicts 5 - Pointed Datation	Next					Re	eport and cu	to trace history Irrent state of			
6 - Participants and Data							revi	ew process			
7 - Investigator Experience	Title										
8 - Possible Risks and Benefits 9 - Consent 10 - Debrief, Dissemination & W	rrent HP	* JIRA 58	8 test 1								
11 - Confidentiality and Privacy	Status nation	St	tatus History - R	tis Num: 35479 HPF	R Num:6504						
12 - Level of Risk & REB	Name:	Dr J	HPR Version	HPR Sub Version	HPR Type	HPR Review Type	HPR Status	HPR Status Text	Date	Time	
14 - Undertaking	Department / Organization:	Faci	0001	0000	Original		001	Initial	2018-01-09	9:29:21 AM	
		440	0001	0000	Original		010	Saved by Applicant	2018-01-09	9:29:38 AM	
RIS HP #: 00035479	Phone:	410	0001	0000	Original		020	Submitted by Applicant	2018-01-09	9:31:46 AM	
IS HP Status: Sent to Dean / Principal for Review : 044	Email:	BLUE	0001	0000	Original		044	Sent to Dean / Principal for Review	2018-01-09	9:31:48 AM	
dditional HP Details	Rank:	Profe									
Status History	Collaborators/Co-Investig	ators									
Generate PDF											
	Please provide a list of other p	erson									
rotocol Form Instructions	(j) Find UT Collaborator / Alt.	Conta									
indicates a mandatory field	Vivek Goel										
	Would you like to forward the	protoc									
	Projected Project Dates										
	Estimated start date for the	com									
	Estimated completion date	of involver	ment of human pa	rticipants or data for	this project	. 26	5.10.2017				_