Safety Protocol Work Flow

PROTOCOL STATES:

The diagram located in the Safety workspace will show the state of your protocol within the Safety workflow.

Pre-Submission: During Pre-Submission, the PI will create the Safety protocol.

Specialist Review: In the Specialist Review state, the protocol has been submitted and is reviewed by the Safety Specialist.

Specialist Review / Clarification Requested: The Safety Specialist can send the protocol back to the protocol team for more information or clarifications if needed, which lets the protocol team change the protocol.

Committee Review: In Committee Review, the Safety committee members will review the protocol for completeness.

Committee Review / Clarification Requested: The Safety committee can send the protocol back to the protocol team for more information or clarifications if needed, which lets the protocol team change the protocol.

Post-Review / Modifications Required: The Post-Review state gives the Safety staff the opportunity to:

- Approve documents that were attached to a protocol

- Prepare a letter to inform the protocol team about the decision

- Send the determination letter

- Request modifications

Review Complete: When the protocol team submits modifications that are acceptable, the submission returns to the Post-Review state. The submission will reach its final determination, Review Complete, after the approval letter is sent.