

Effective April 9, 2020

TULANE SCIENTIFIC REVIEW COMMITTEE (SRC) PROCESS

Submission:

1. At the same time that a Principal Investigator (PI) submits a COVID-related submission on IRBManager, the PI should send a copy of the Protocol, and any supporting documents that may be required for Scientific Review, e.g. Investigator's Brochure, to the Scientific Review Committee (SRC) at the following email address SRC@tulane.edu along with:
 - a. The PI's name and department
 - b. The title of the Protocol
 - c. The IRB number
 - d. List of sub-investigators
 - e. Discuss any potential overlap with other studies that are COVID related and how this will be addressed.
2. Simultaneously, the IRB and the SRC will begin their respective reviews of the protocol.
3. Once the SRC has completed their review, the SRC will notify the PI of their findings. If any changes are required, the PI can make those changes and re-submit to the SRC.
4. Upon SRC approval, a formal approval letter from the SRC will be emailed to the PI. The PI will then email the approval letter to IRBMain@tulane.edu.