



Outcome Letters are **not** generated for reporting forms (Protocol Violations, Reporting Forms, and Adverse Events) that are not reviewed by the convened IRB.

In the event that a sponsor requests a copy of the IRB review outcome for submissions that do not receive Outcome letters, the HRPP recommends that the research team provide a screen shot of the outcome.

Instructions on accessing review outcomes are as follows:

1. Log in to iRIS
2. From the Home Screen, select “Track Approvals”
3. Select the appropriate study from your list of studies
4. On the left side of the screen select “Submissions History”
5. Select the corresponding reporting form (cross check the “Reference Number)
6. Select the Paper/Magnifying glass icon

Take a screen shot (Ctrl + PrtScn) of the review Outcome:

Status	View Details	Date Received / Date Completed	Event Description
✓		02/27/2019 10:50:09 AM PST 02/27/2019 10:50:09 AM PST	IRB Committee Mount Zion Panel completed the submission with the outcome of Acknowledged at 02/27/2019 10:50:10 AM PST
✓		02/27/2019 10:49:35 AM PST 02/27/2019 10:49:35 AM PST	IRB - Mount Zion Panel Committee assigned a Pre-review action of Expedite
✓		02/22/2019 01:19:46 PM PST 02/27/2019 10:50:09 AM PST	Taylor Hagan has been assigned as the analyst.
✓		02/22/2019 01:19:46 PM PST 02/27/2019 10:50:09 AM PST	IRB Committee Mount Zion Panel received the submission
✓		02/22/2019 01:19:38 PM PST 02/22/2019 01:19:45 PM PST	Travis R Deal as Clinical Research Associate review and apply signoff
✓		02/20/2019 03:14:12 PM PST 02/22/2019 01:19:46 PM PST	IRB Committee Mount Zion Panel returned the submission for correction
✓		02/20/2019 03:13:55 PM PST 02/20/2019 03:13:55 PM PST	IRB - Mount Zion Panel Committee assigned a Pre-review action of Returned for Corrections
✓		02/19/2019 08:51:58 AM PST 02/20/2019 03:14:12 PM PST	Taylor Hagan has been assigned as the analyst.
✓		02/18/2019 04:57:19 PM PST 02/20/2019 03:14:12 PM PST	IRB Committee Mount Zion Panel received the submission
✓		02/18/2019 04:57:12 PM PST 02/18/2019 04:57:18 PM PST	Travis R Deal as Clinical Research Associate review and apply signoff
✓		02/18/2019 04:57:10 PM PST 02/18/2019 04:57:12 PM PST	Reporting Form is waiting to be submitted