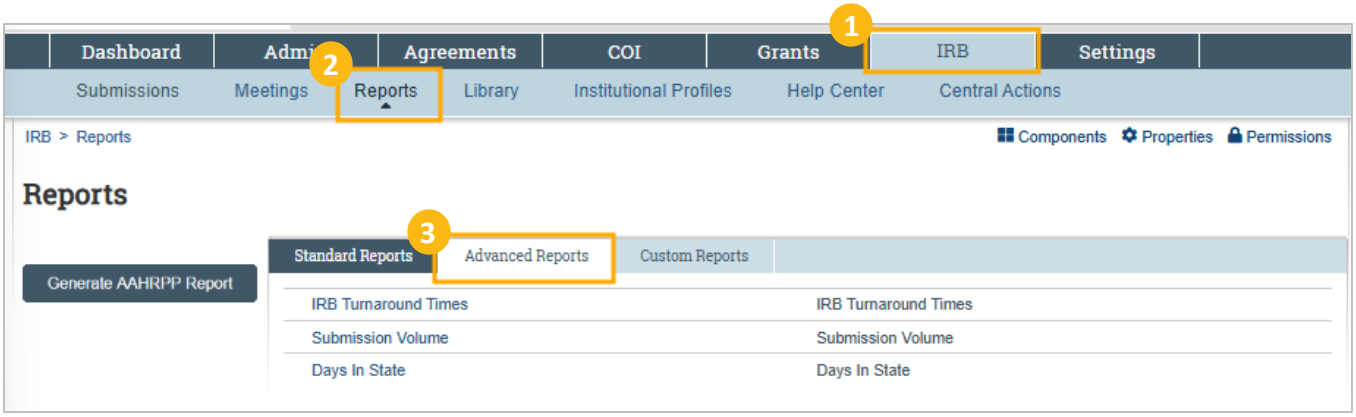
Navigating Advanced Reports

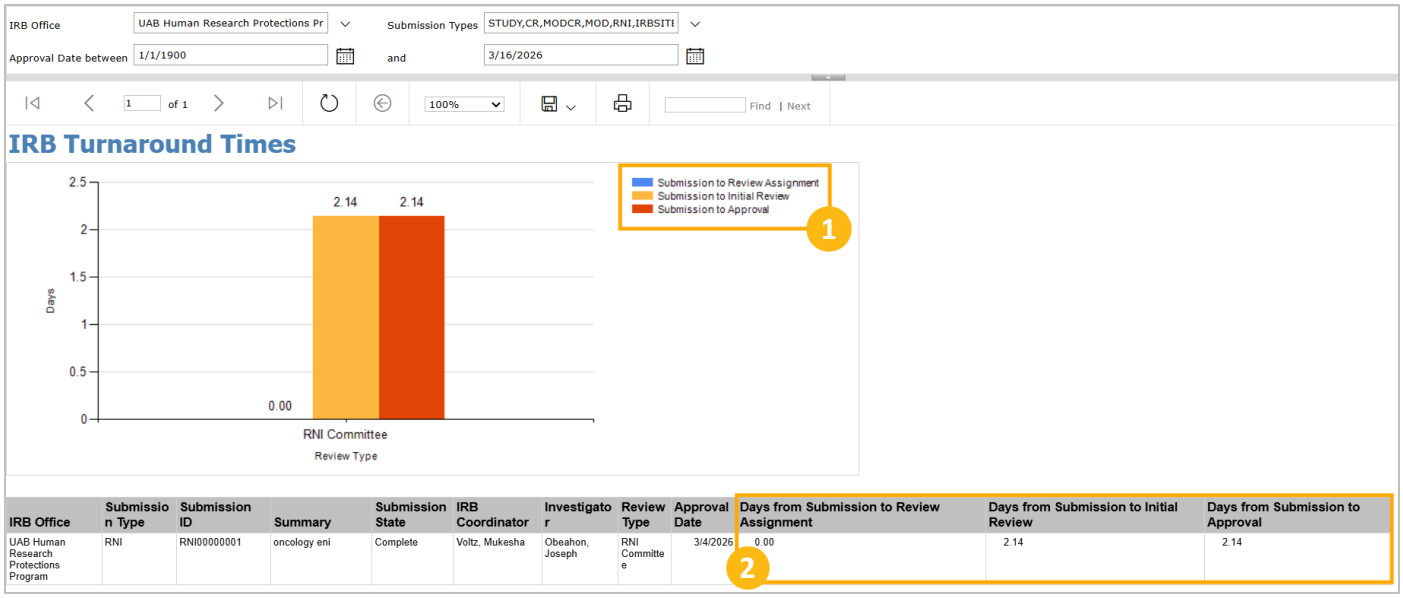
This guide explains how to navigate advanced reports. For information on opening and generating reports, please see the Open and Generate Advanced Reports Guide. IRB staff and committee members can generate the following advanced reports:

Report	Description
Days in State Report	Total and average number of days that approved submissions were in a particular state for a specified date range
IRB Turnaround Times Report	Average number of days it took for approved submissions (studies, continuing reviews, modification, and/or Reportable New Information (RNI)) to go through IRB review.
Submission Volume Report	Total number of all submissions in the IRB system, per IRB office.

1. **This guide will show you how to export and print reports, plus an overview of the Days in State Report, IRB Turnaround Times Report, and Submission Volume Report . To get to the reports, go to the IRB tab, Reports tab, then click on the Advanced Reports tab.**



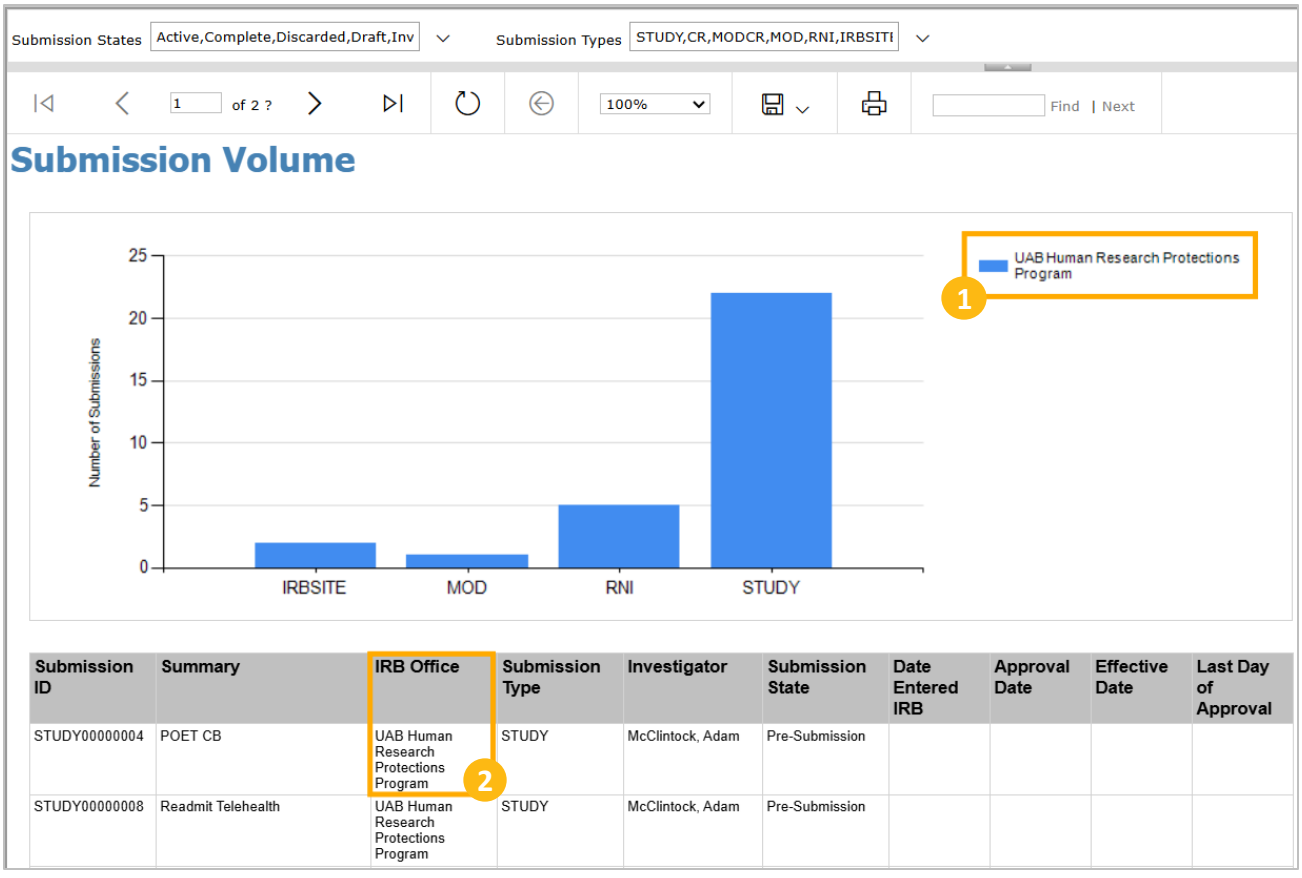
2. **The IRB Turnaround Times report shows the average number of days it took for approved submissions (studies, continuing reviews, modifications, and/or Reportable New Information (RNI)) to go through an IRB review.**



IRB Office	Submission Type	Submission ID	Summary	Submission State	IRB Coordinator	Investigator	Review Type	Approval Date	Days from Submission to Review Assignment	Days from Submission to Initial Review	Days from Submission to Approval
UAB Human Research Protections Program	RNI	RNI00000001	oncology eni	Complete	Voltz, Mukesha	Obeahon, Joseph	RNI Committee	3/4/2026	0.00	2.14	2.14

2

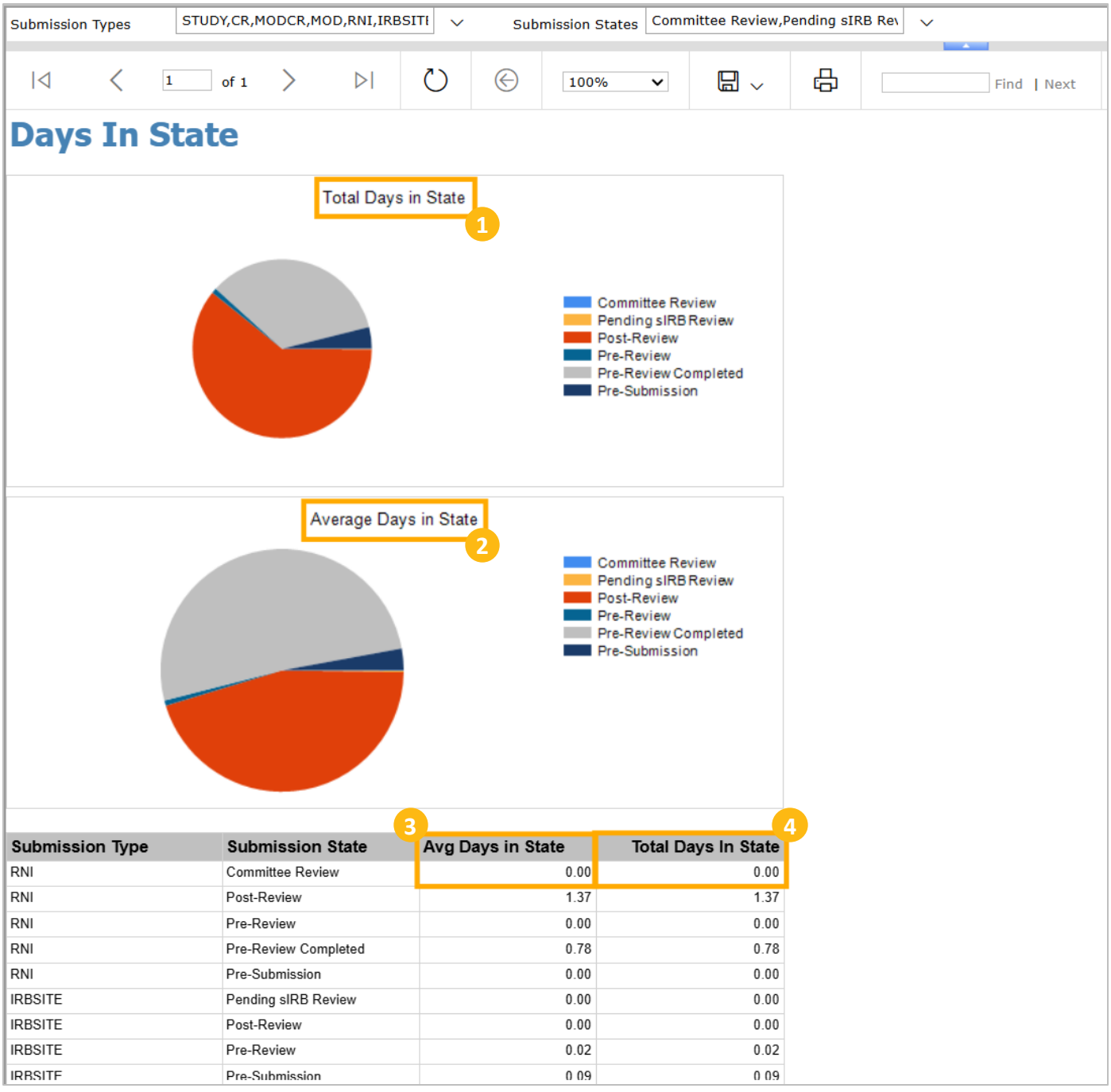
3. **The Submission Volume Report shows the total number of all submissions in the IRB system, per IRB office.**



Submission ID	Summary	IRB Office	Submission Type	Investigator	Submission State	Date Entered IRB	Approval Date	Effective Date	Last Day of Approval
STUDY00000004	POET CB	UAB Human Research Protections Program	STUDY	McClintock, Adam	Pre-Submission				
STUDY00000008	Readmit Telehealth	UAB Human Research Protections Program	STUDY	McClintock, Adam	Pre-Submission				

2

4. **The Days in State Report shows the total and average number of days that approved submissions were in a particular state for a specified date range. This report can be used to assess workflow efficiency and identify bottlenecks in the review process.**



Submission Type	Submission State	Avg Days in State	Total Days In State
RNI	Committee Review	0.00	0.00
RNI	Post-Review	1.37	1.37
RNI	Pre-Review	0.00	0.00
RNI	Pre-Review Completed	0.78	0.78
RNI	Pre-Submission	0.00	0.00
IRBSITE	Pending sIRB Review	0.00	0.00
IRBSITE	Post-Review	0.00	0.00
IRBSITE	Pre-Review	0.02	0.02
IRBSITE	Pre-Submission	0.09	0.09