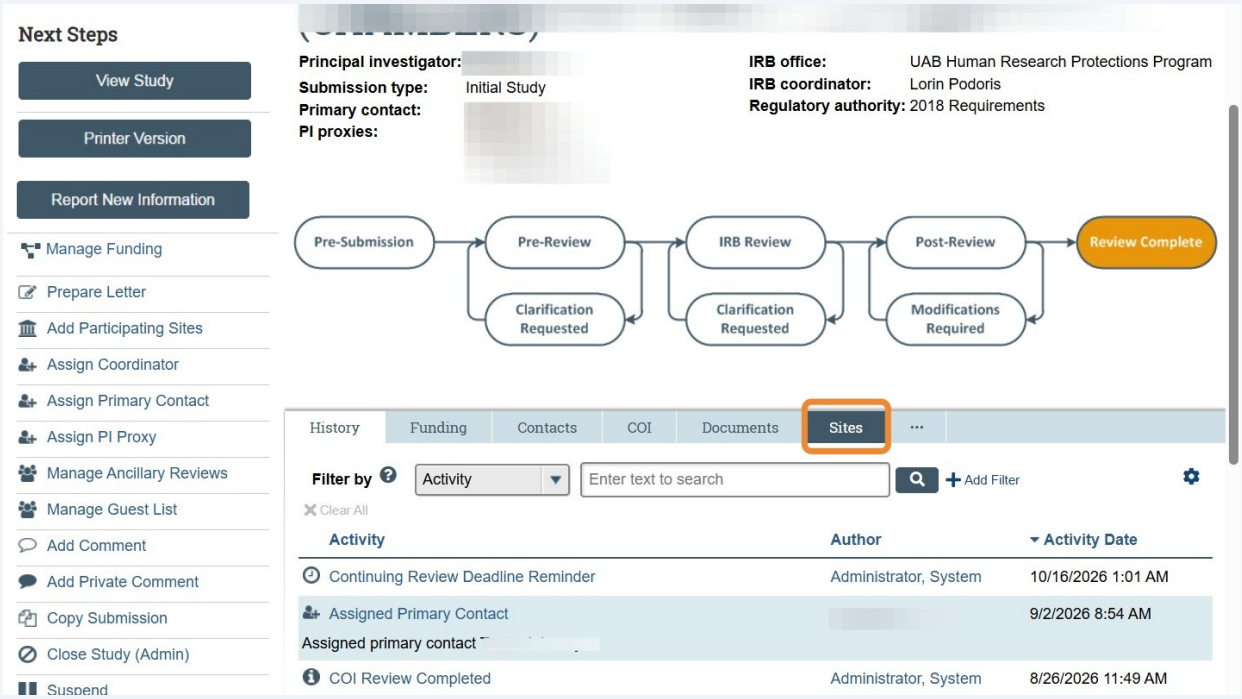
Submitting Continuing Review for a UAB SIRB Study (Study Team) V102026

Follow this guide to accurately input and submit enrollment totals and required documentation for your IRB continuing review process. This walkthrough ensures that all site-specific data and study modifications are captured, allowing for a successful submission to the IRB dashboard.

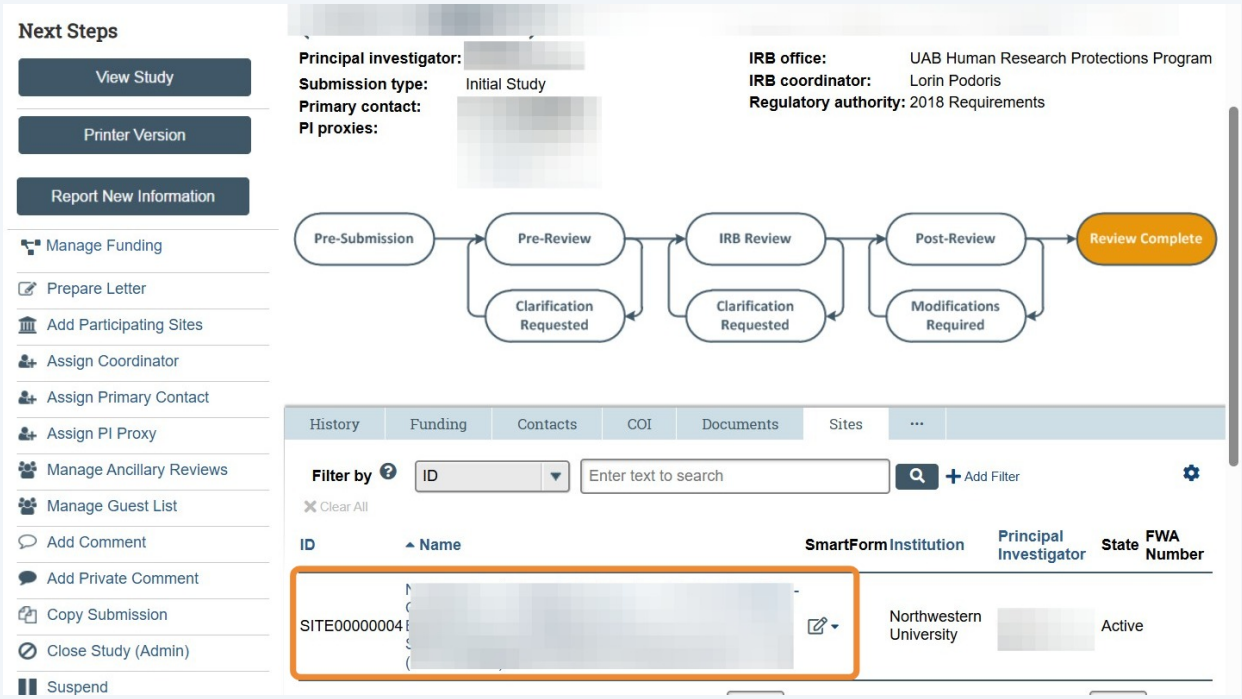
1 Navigate to Study page



2 Select the "Sites" tab

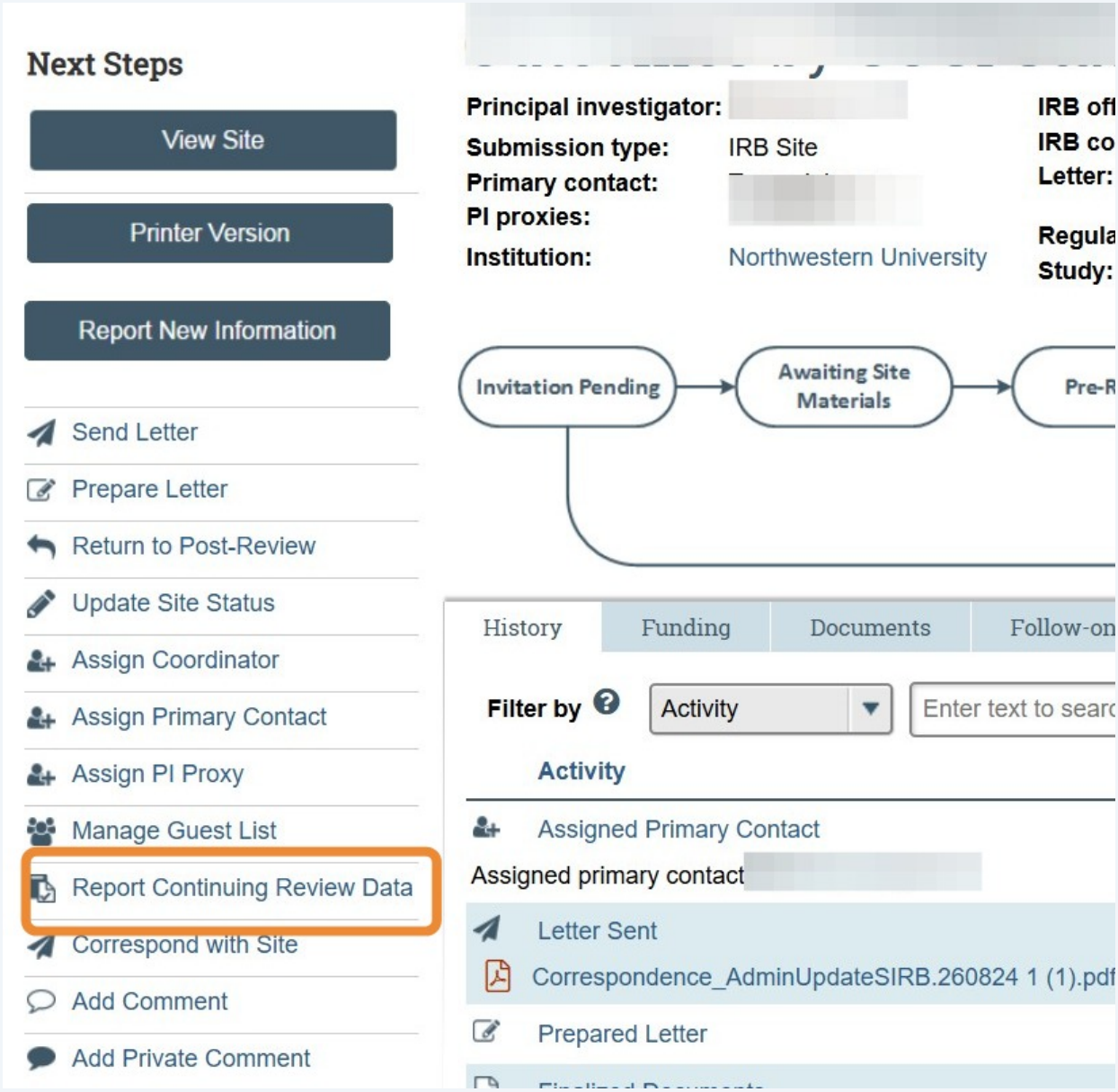


3 Select a SITE to open the Site Record



pSite Report of Continuing Review Data

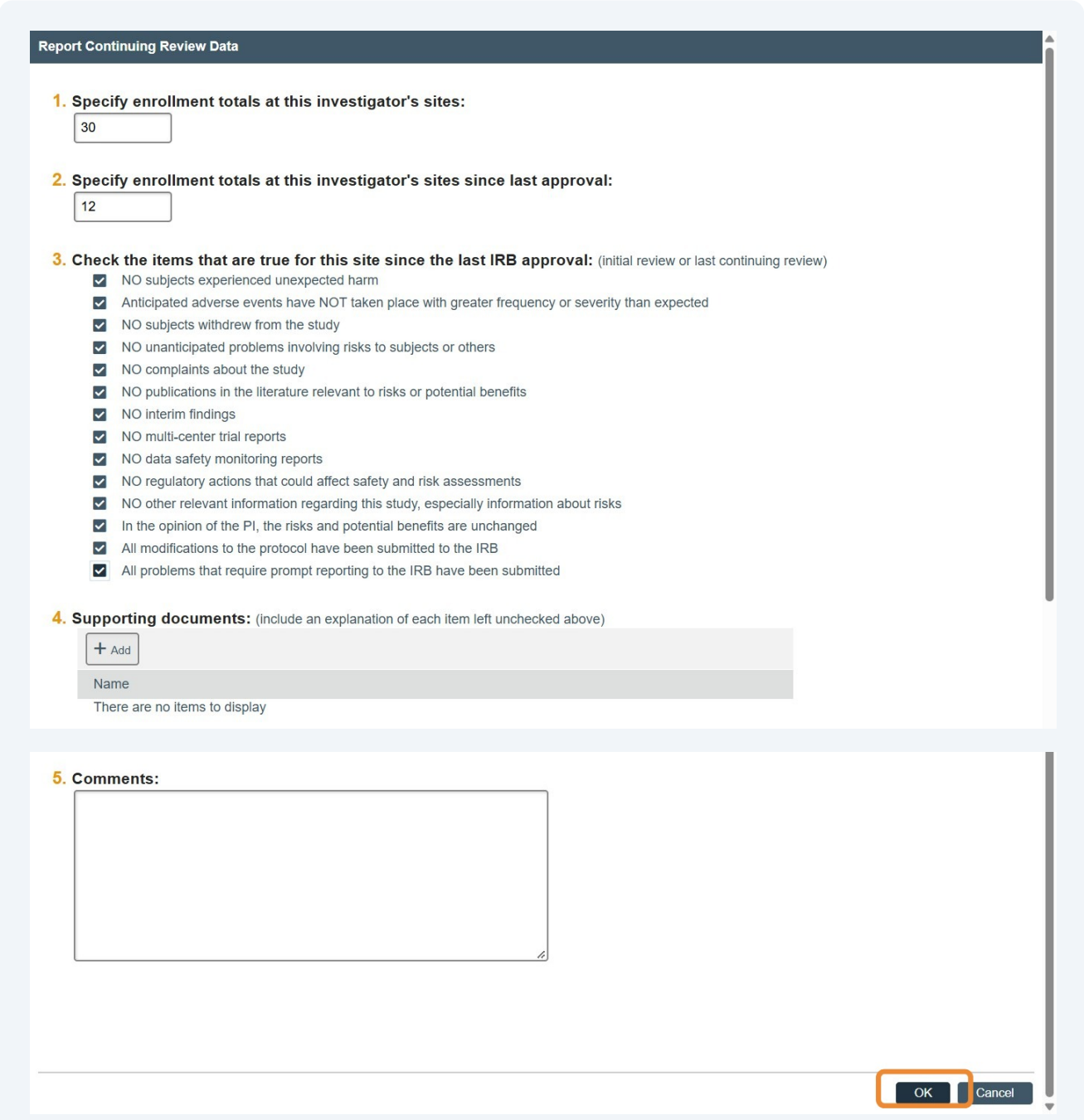
4 Select "Report Continuing Review Data"



5 Complete the Report Continuing Review Data activity

Upload a document to explain any items left unchecked in #3

Select "OK"

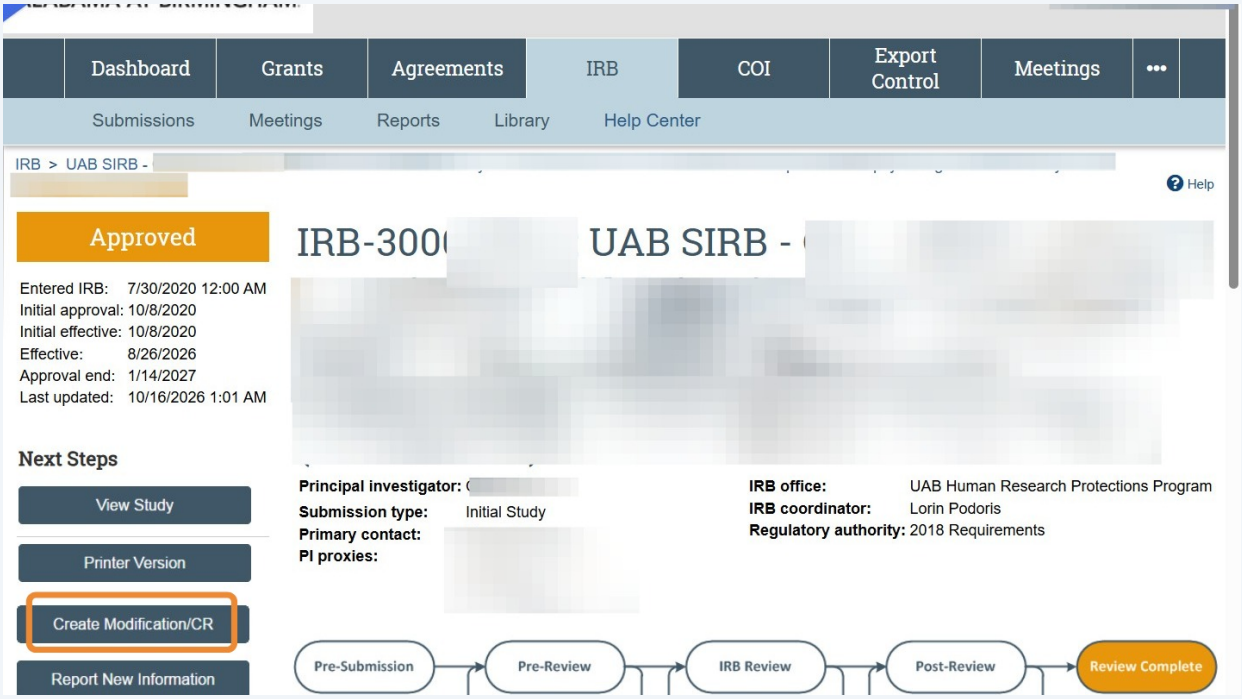


Submit the Study Continuing Review

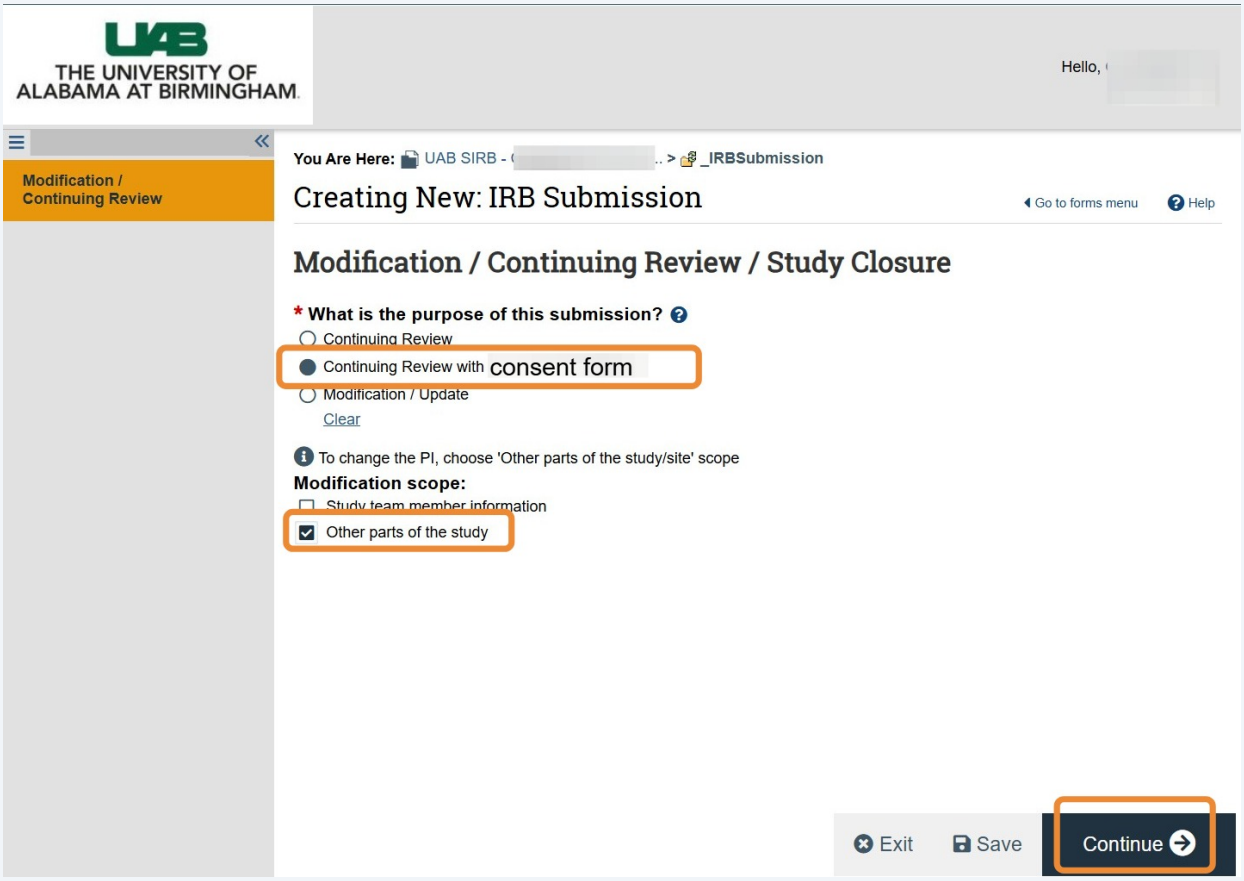
6 Select the title of the Study in the breadcrumb



7 Select "Create Modification/CR"



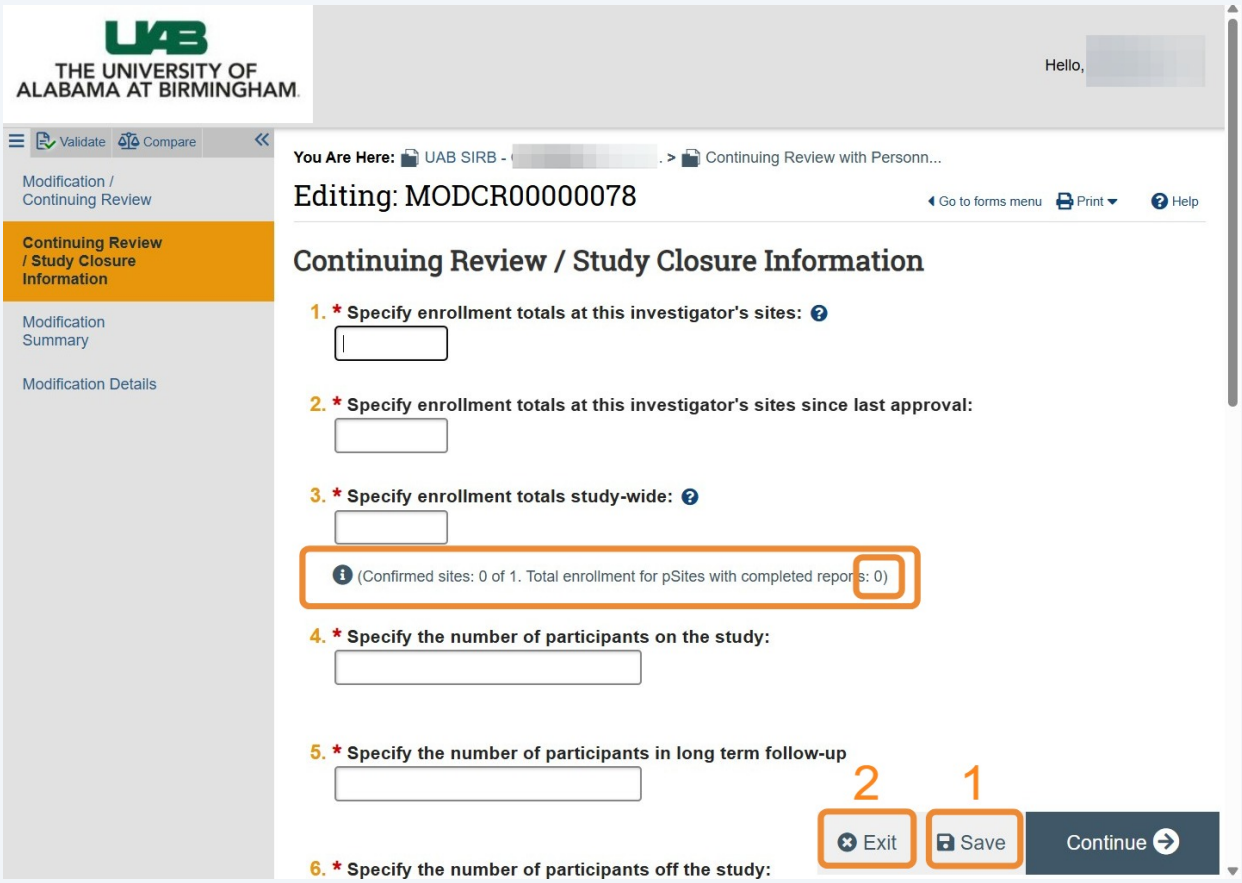
8 Create a "Continuing Review with consent form" submission and open "Other parts of the study" and select "Continue"



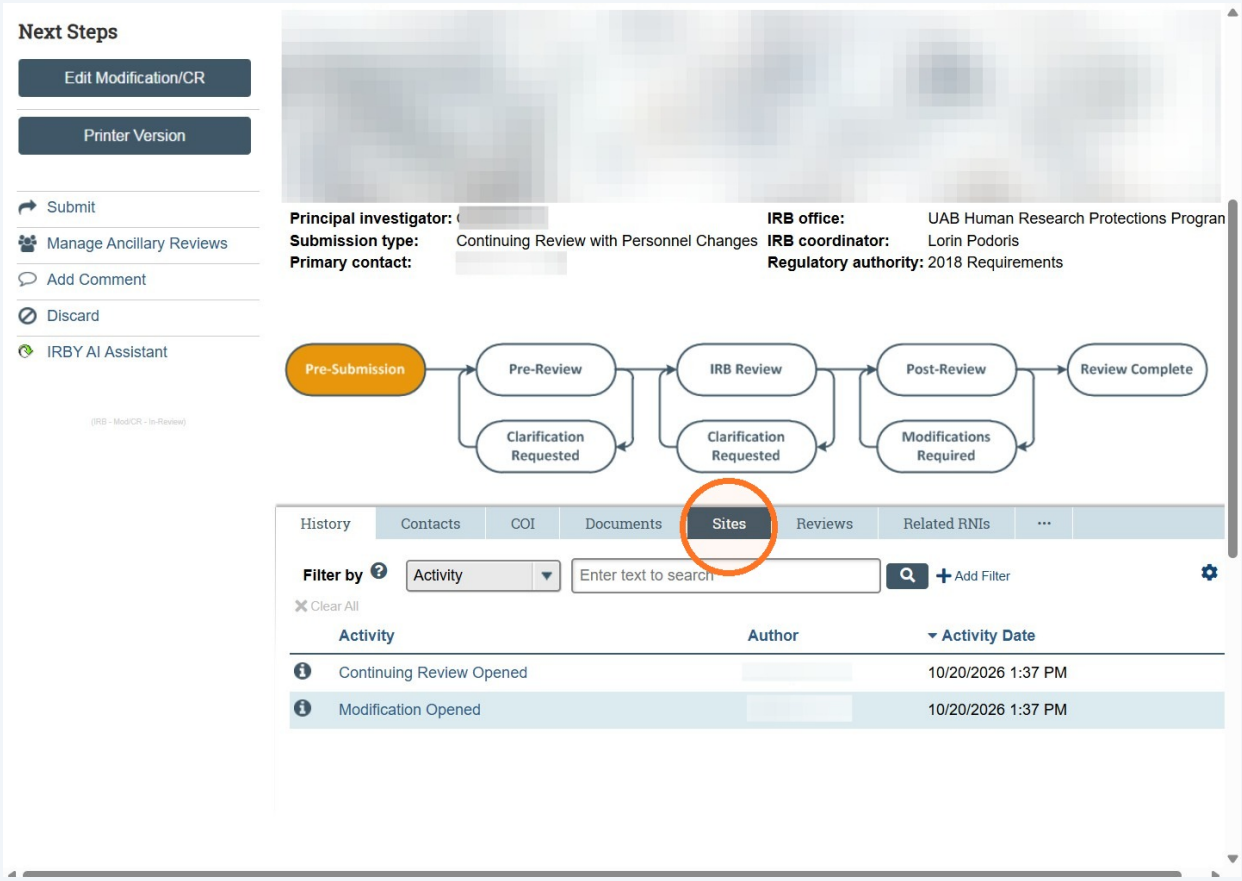
Review pSite Enrollment Reports

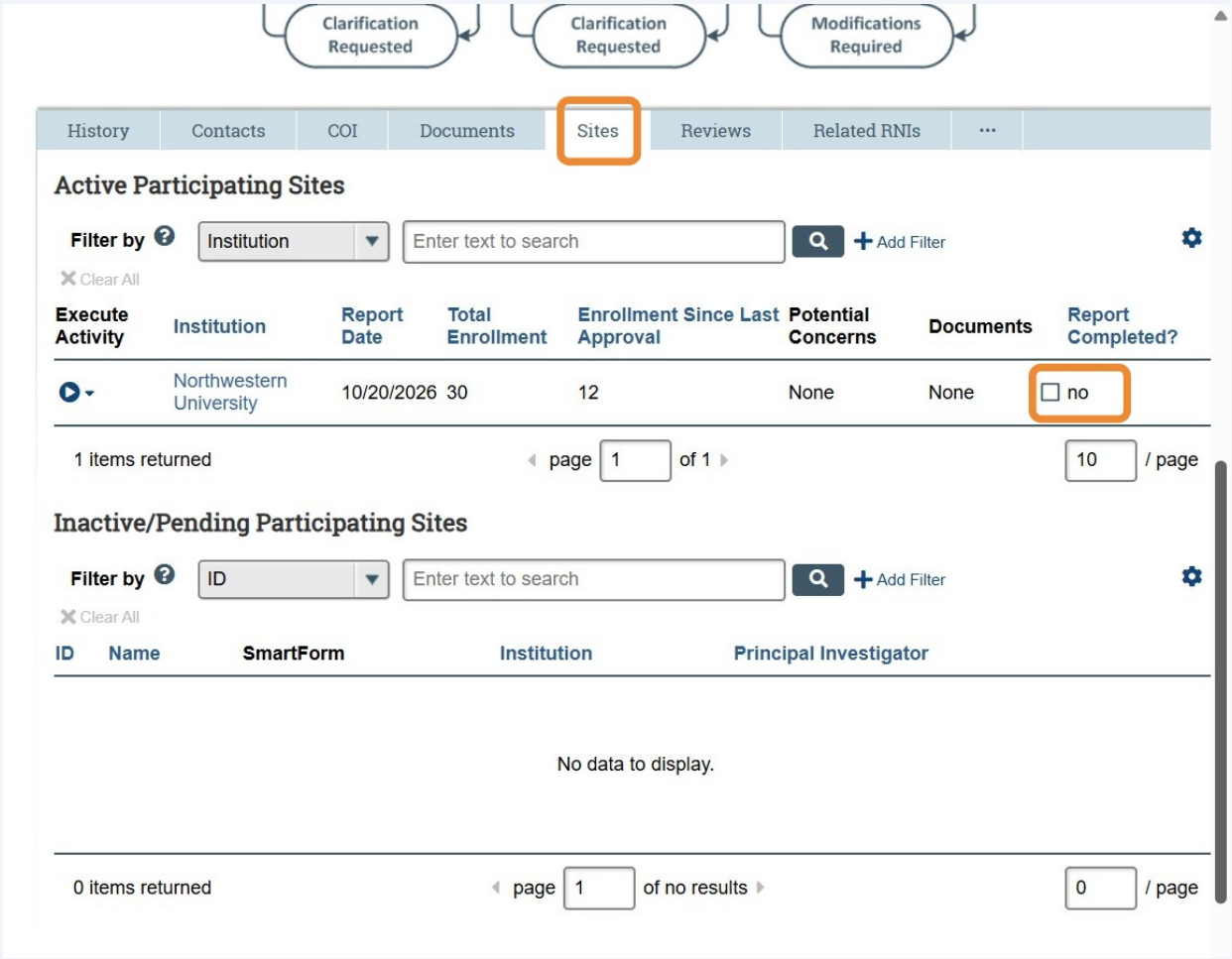
9 Begin the Continuing Review submission application

Note that any of the pSites will need to be reviewed by the lead site PI and will list other site enrollment numbers to assist in calculating the study-wide enrollment number. "(Confirmed sites: 0 of 1. Total enrollment for pSites with completed reports: 0)" To "complete" the reports, "Save" and "Exit" the CR submission.

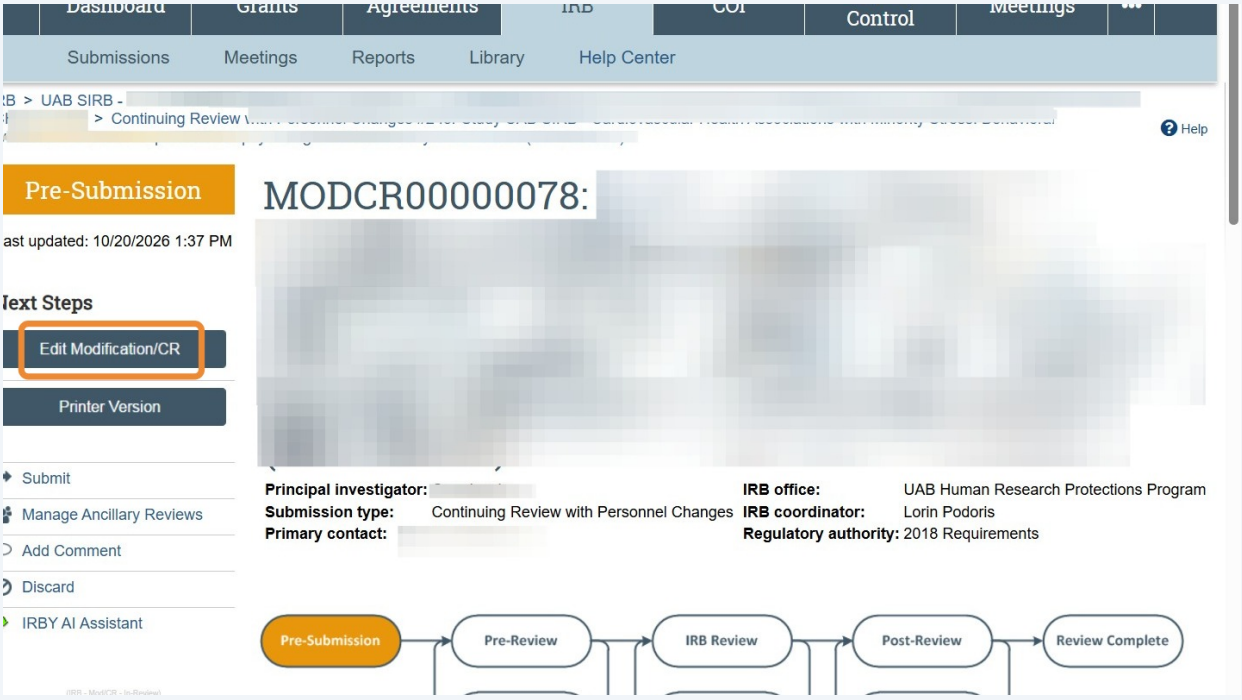


10 Click "Sites"
Review each Active pSite's continuing review data and select the checkbox to attest to completion of each pSite's report.


Next Steps
Edit Modification/CR
Printer Version
Submit
Manage Ancillary Reviews
Add Comment
Discard
IRBY AI Assistant
Principal investigator:
Submission type: Continuing Review with Personnel Changes
Primary contact:
IRB office: UAB Human Research Protections Progran
IRB coordinator: Lorin Podoris
Regulatory authority: 2018 Requirements
Pre-Submission
Pre-Review
Clarification Requested
IRB Review
Clarification Requested
Post-Review
Modifications Required
Review Complete
History
Contacts
COI
Documents
Sites
Reviews
Related RNIs
Filter by
Activity
Enter text to search
Add Filter
Clear All
Activity
Author
Activity Date
Continuing Review Opened
10/20/2026 1:37 PM
Modification Opened
10/20/2026 1:37 PM

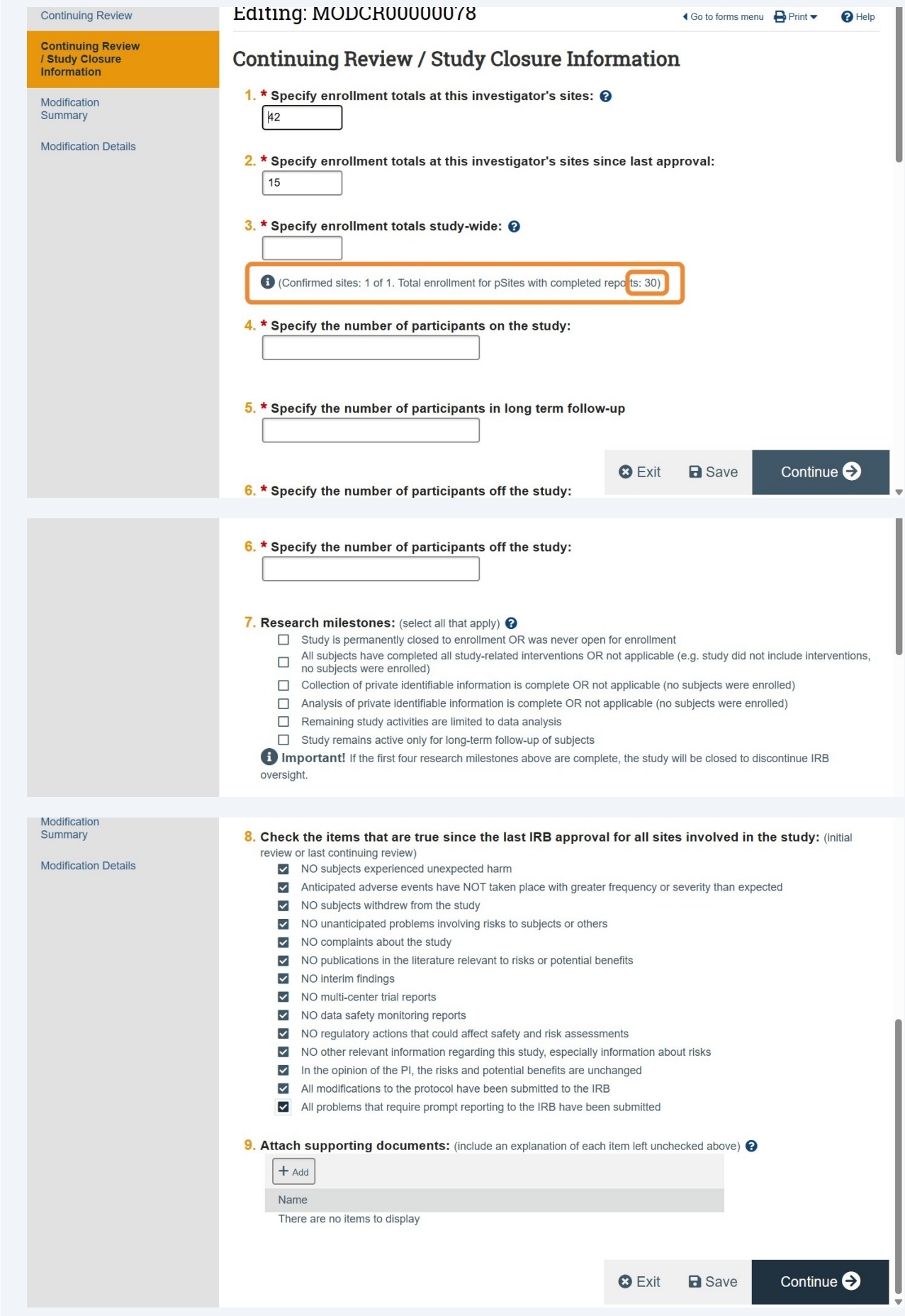

Clarification Requested
Clarification Requested
Modifications Required
History
Contacts
COI
Documents
Sites
Reviews
Related RNIs
Active Participating Sites
Filter by
Institution
Enter text to search
Add Filter
Clear All
Execute Activity
Institution
Report Date
Total Enrollment
Enrollment Since Last Approval
Potential Concerns
Documents
Report Completed?
Northwestern University
10/20/2026
30
12
None
None
no
1 items returned
page 1 of 1
10 / page
Inactive/Pending Participating Sites
Filter by
ID
Enter text to search
Add Filter
Clear All
ID
Name
SmartForm
Institution
Principal Investigator
No data to display.
0 items returned
page 1 of no results
0 / page

11 Return to the Study's Continuing Review Submission by selecting "Edit Modification/CR"

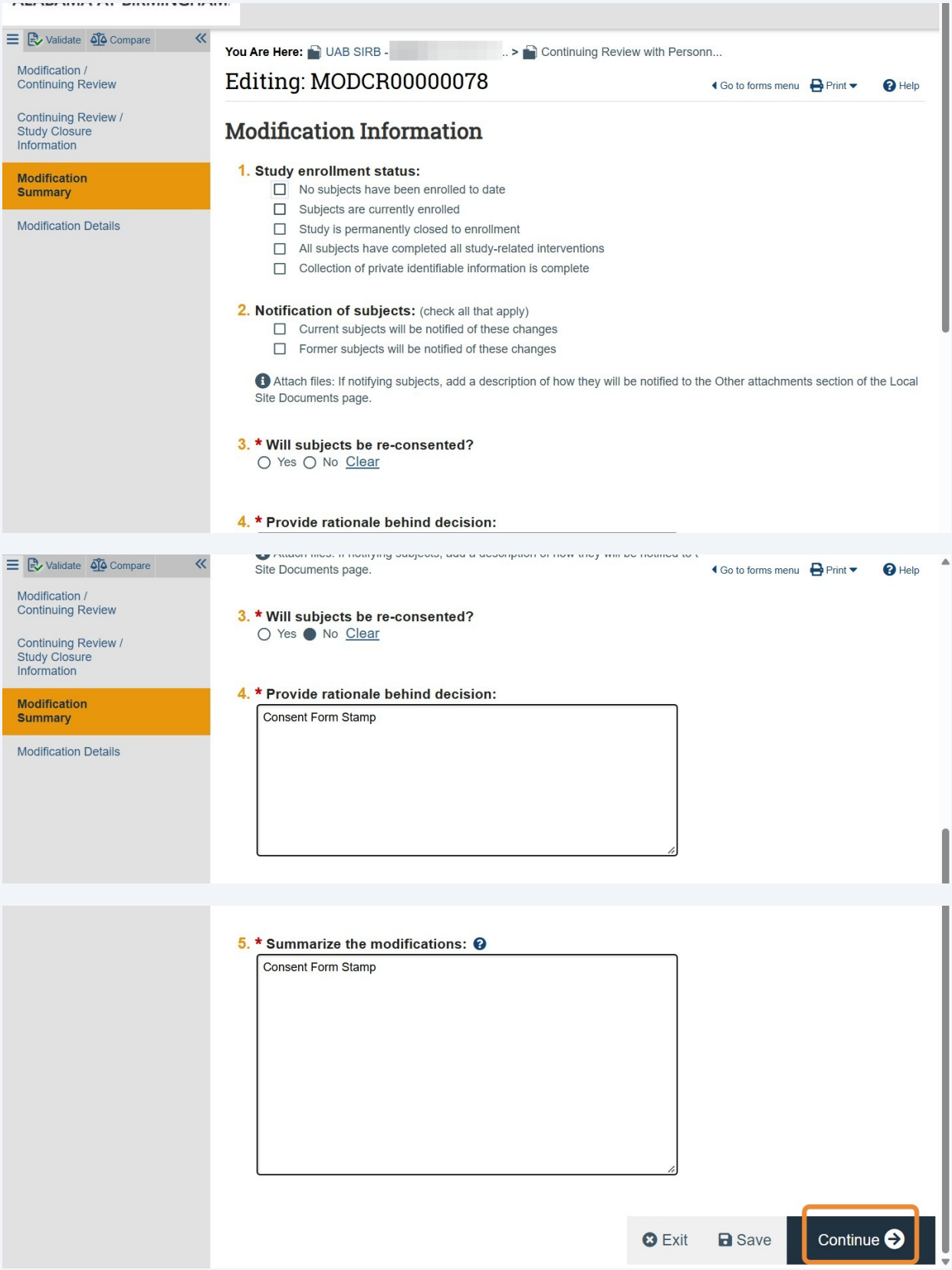


12 Continue to complete the Continuing Review submission

*note that when pSite continuing review numbers have been checked in the Sites tab a total enrollment number for pSites will appear to include in the study-wide total for #3


Continuing Review
Continuing Review / Study Closure Information
Modification Summary
Modification Details
Editing: MODCR0000078
Go to forms menu
Print
Help
Continuing Review / Study Closure Information
1. * Specify enrollment totals at this investigator's sites:
42
2. * Specify enrollment totals at this investigator's sites since last approval:
15
3. * Specify enrollment totals study-wide:
(Confirmed sites: 1 of 1. Total enrollment for pSites with completed reports: 30)
4. * Specify the number of participants on the study:
5. * Specify the number of participants in long term follow-up
Exit
Save
Continue
6. * Specify the number of participants off the study:
6. * Specify the number of participants off the study:
7. Research milestones: (select all that apply)
Study is permanently closed to enrollment OR was never open for enrollment
All subjects have completed all study-related interventions OR not applicable (e.g. study did not include interventions, no subjects were enrolled)
Collection of private identifiable information is complete OR not applicable (no subjects were enrolled)
Analysis of private identifiable information is complete OR not applicable (no subjects were enrolled)
Remaining study activities are limited to data analysis
Study remains active only for long-term follow-up of subjects
Important! If the first four research milestones above are complete, the study will be closed to discontinue IRB oversight.
Modification Summary
Modification Details
8. Check the items that are true since the last IRB approval for all sites involved in the study: (initial review or last continuing review)
NO subjects experienced unexpected harm
Anticipated adverse events have NOT taken place with greater frequency or severity than expected
NO subjects withdrew from the study
NO unanticipated problems involving risks to subjects or others
NO complaints about the study
NO publications in the literature relevant to risks or potential benefits
NO interim findings
NO multi-center trial reports
NO data safety monitoring reports
NO regulatory actions that could affect safety and risk assessments
NO other relevant information regarding this study, especially information about risks
In the opinion of the PI, the risks and potential benefits are unchanged
All modifications to the protocol have been submitted to the IRB
All problems that require prompt reporting to the IRB have been submitted
9. Attach supporting documents: (include an explanation of each item left unchecked above)
Add
Name
There are no items to display
Exit
Save
Continue

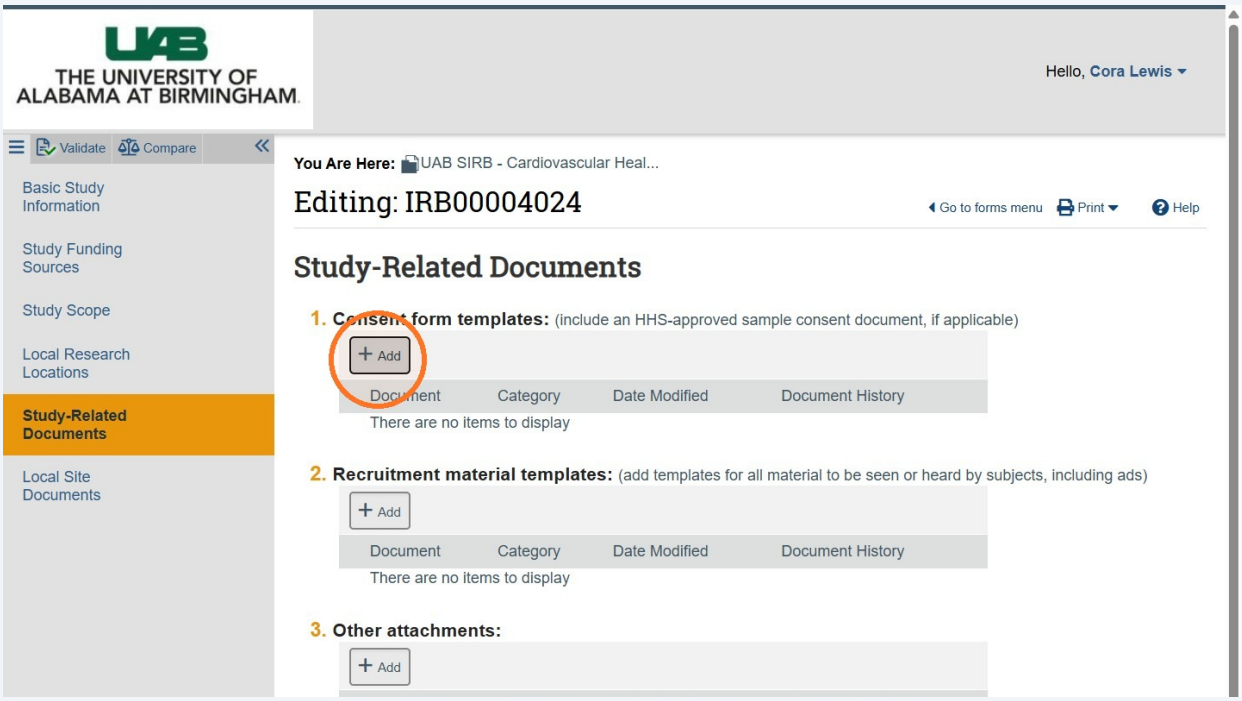
13 Complete the Modification information to upload the consent form for stamping.

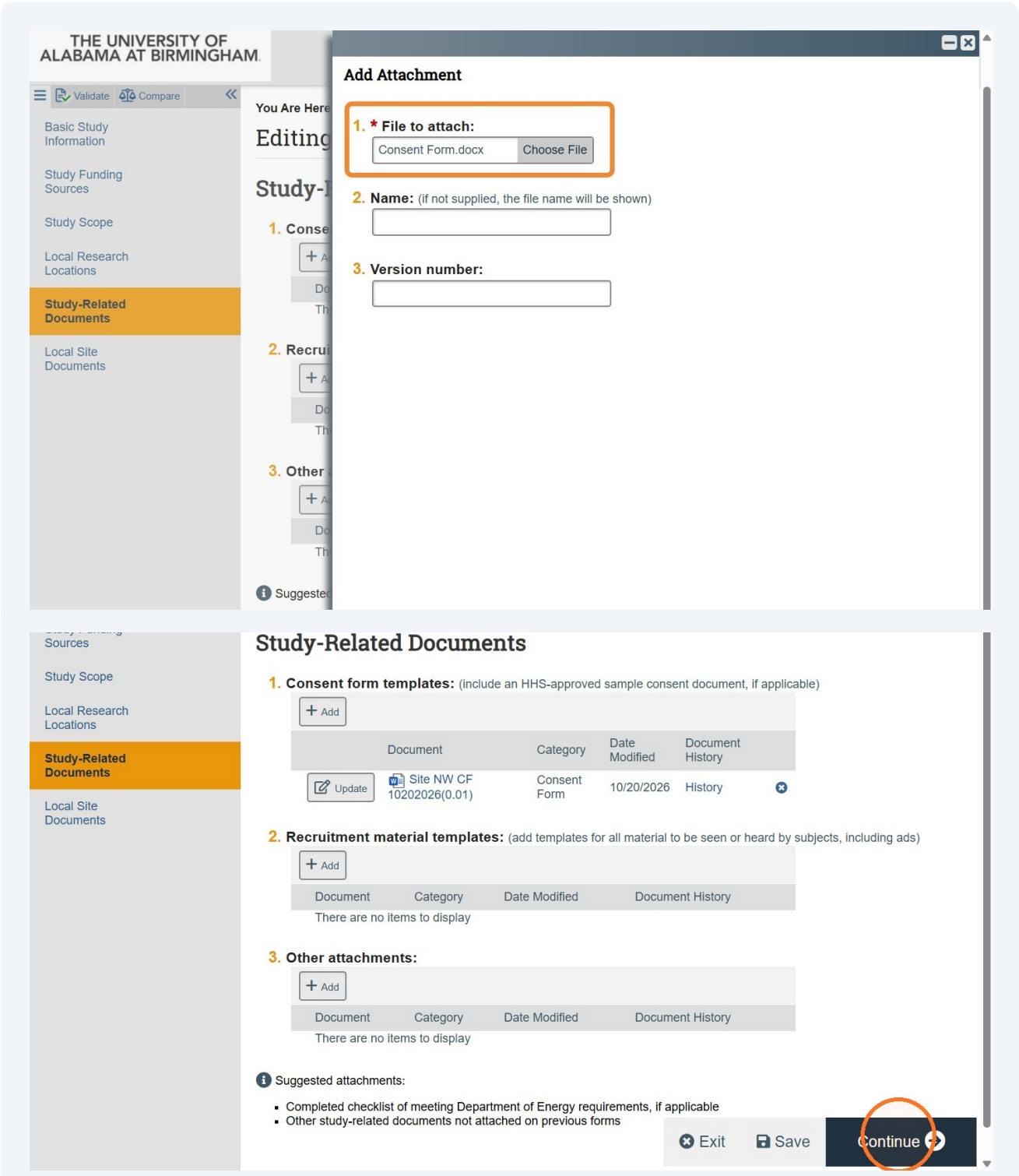


Document Attachments

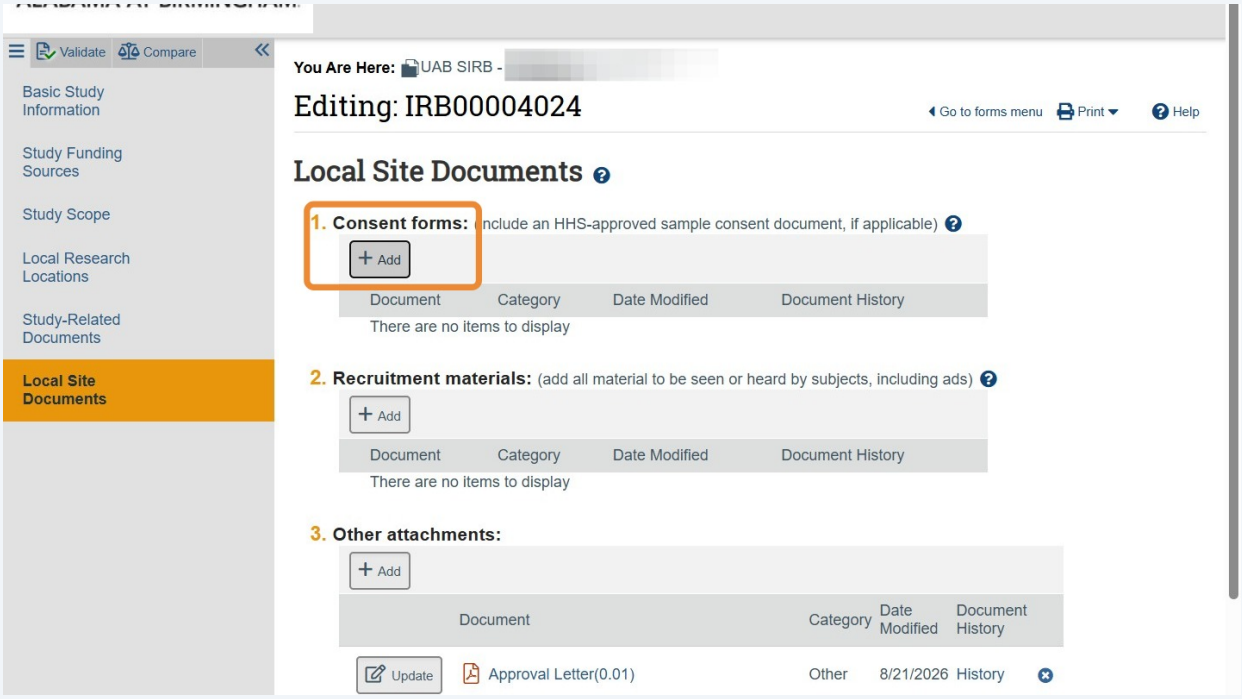
14 Upload the pSite consent form(s) under "Study-Related Documents" Consent
Select "Add"
Click the "Name: (if not supplied, the file name will be shown)" field.
Click "Continue"



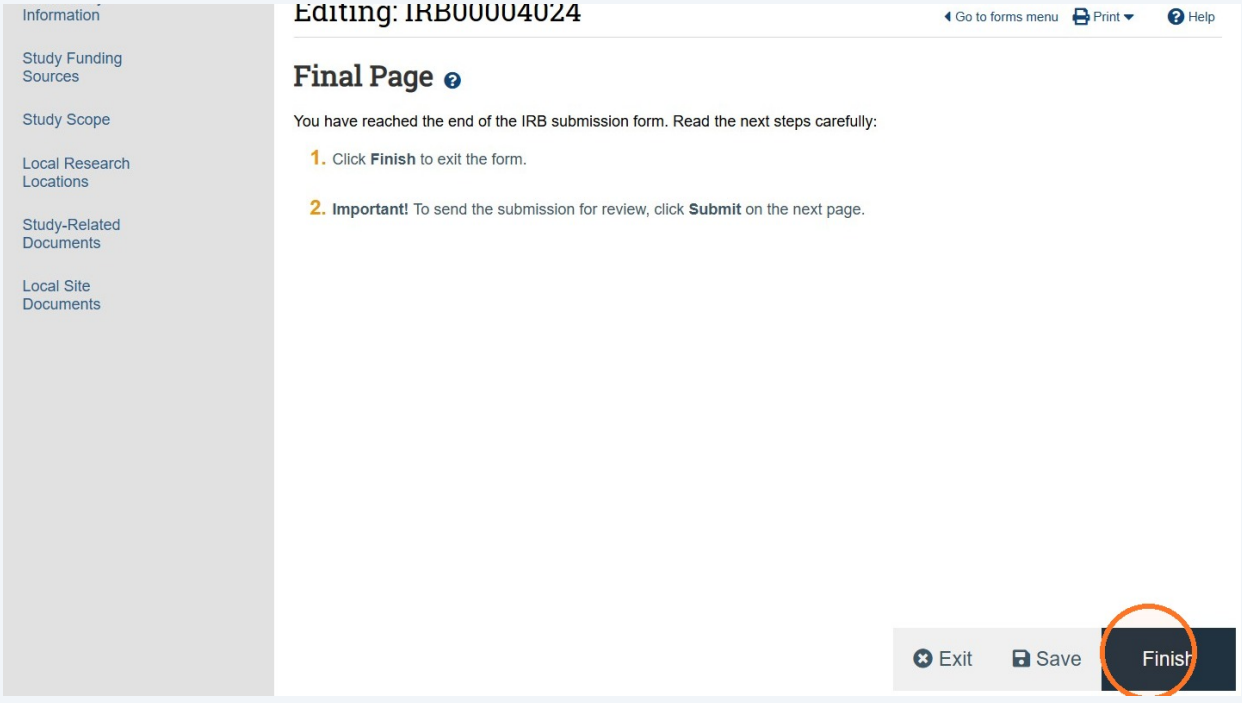



THE UNIVERSITY OF ALABAMA AT BIRMINGHAM
Validate
Compare
Basic Study Information
Study Funding Sources
Study Scope
Local Research Locations
Study-Related Documents
Local Site Documents
Add Attachment
1. * File to attach:
Consent Form.docx
Choose File
2. Name: (if not supplied, the file name will be shown)
3. Version number:
Study-Related Documents
1. Consent form templates: (include an HHS-approved sample consent document, if applicable)
Add
Document
Category
Date Modified
Document History
Update
Site NW CF 10202026(0.01)
Consent Form
10/20/2026
History
2. Recruitment material templates: (add templates for all material to be seen or heard by subjects, including ads)
There are no items to display
3. Other attachments:
Suggested attachments:
Completed checklist of meeting Department of Energy requirements, if applicable
Other study-related documents not attached on previous forms
Exit
Save
Continue

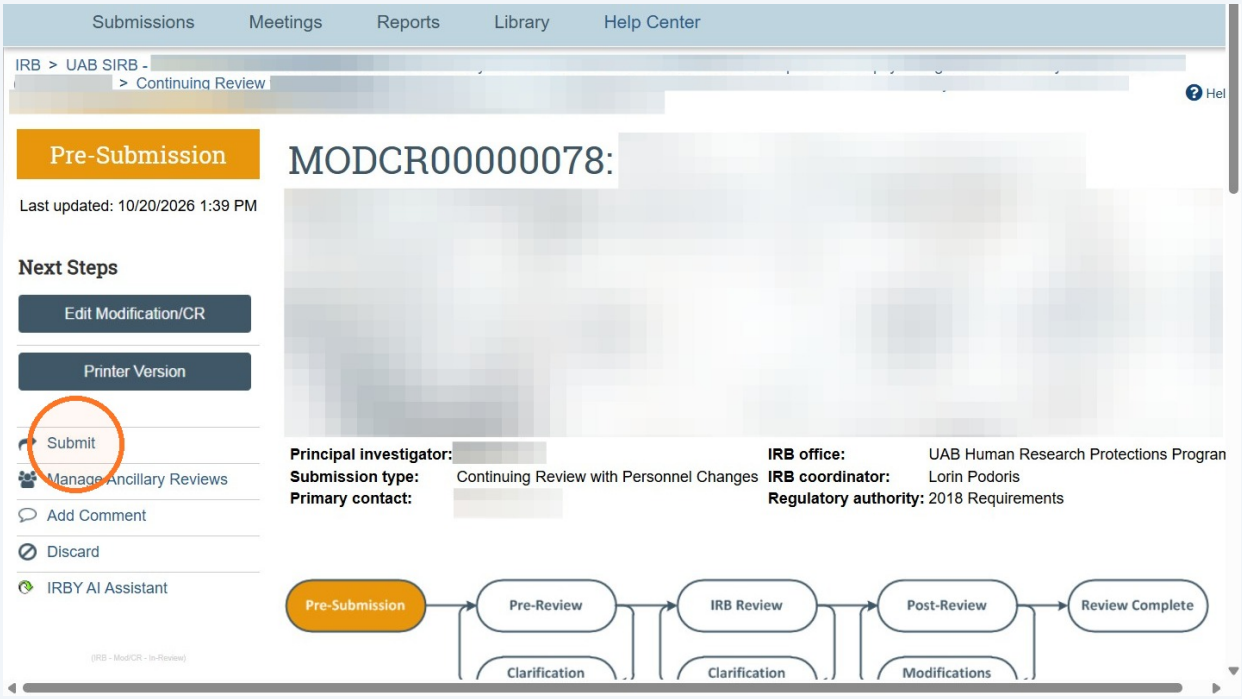
15 Add any UAB site consent forms for stamp to the Local Site Documents section. Select "Continue"



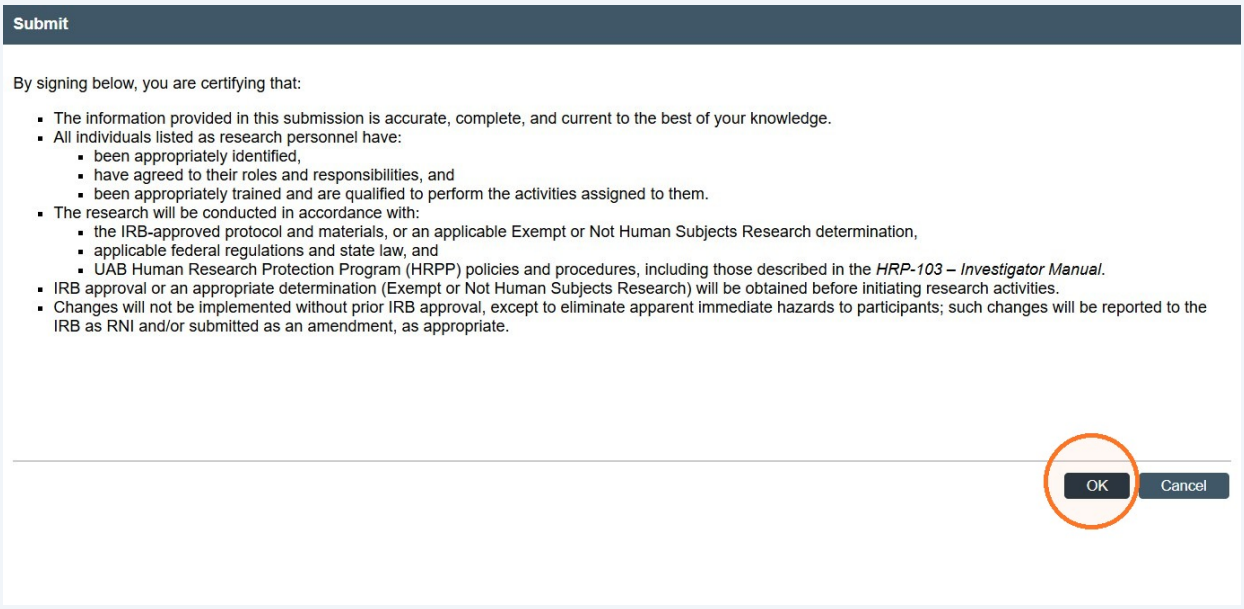
16 Select "Finish"



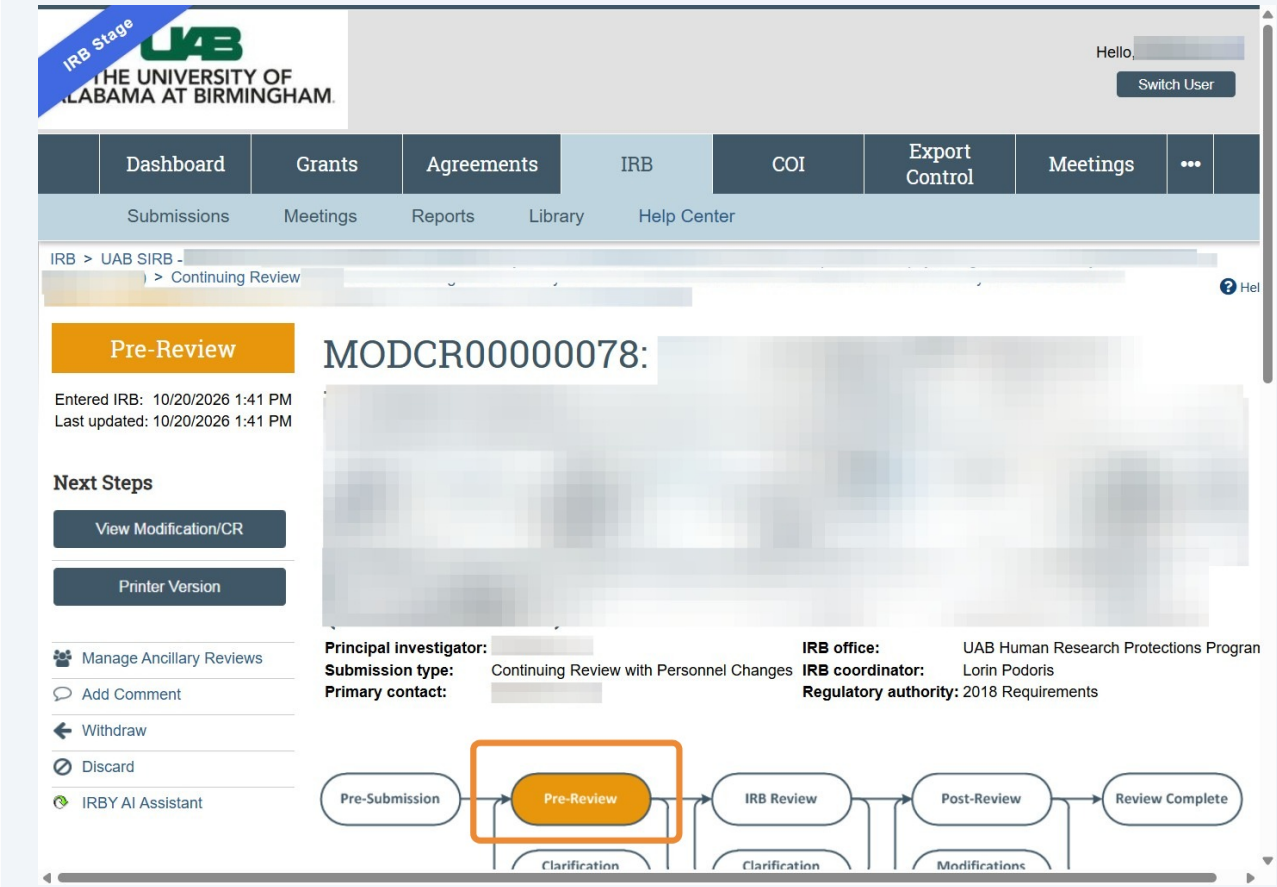
17 Select "Submit"

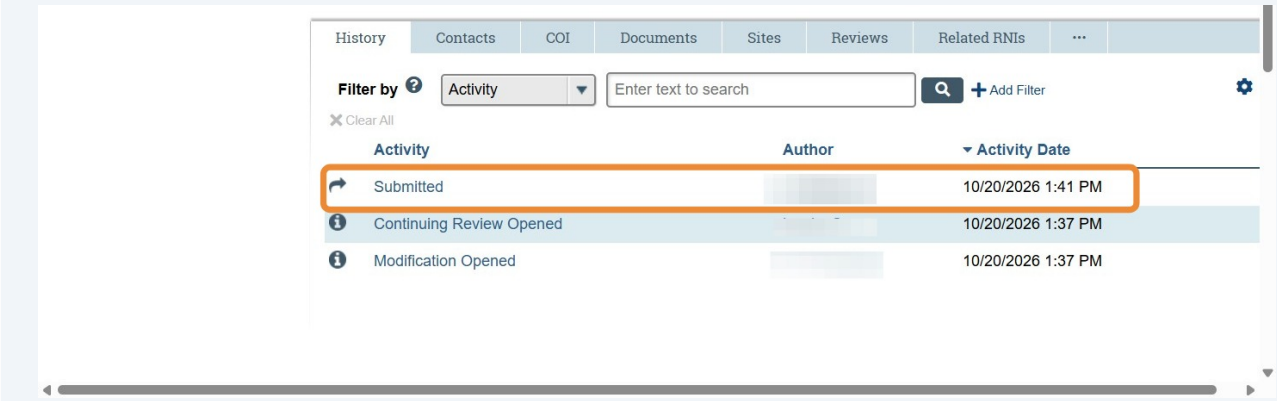


18 Select OK to open the submission certification.



19 Workflow Map will indicate the submission is now in Pre-Review Open the History tab.


IRB Stage
THE UNIVERSITY OF ALABAMA AT BIRMINGHAM
Hello,
Switch User
Dashboard
Grants
Agreements
IRB
COI
Export Control
Meetings
Submissions
Meetings
Reports
Library
Help Center
IRB > UAB SIRB -
> Continuing Review
Pre-Review
Entered IRB: 10/20/2026 1:41 PM
Last updated: 10/20/2026 1:41 PM
Next Steps
View Modification/CR
Printer Version
Manage Ancillary Reviews
Add Comment
Withdraw
Discard
IRBY AI Assistant
MODCR00000078:
Principal investigator:
Submission type: Continuing Review with Personnel Changes
Primary contact:
IRB office: UAB Human Research Protections Progran
IRB coordinator: Lorin Podoris
Regulatory authority: 2018 Requirements
Pre-Submission
Pre-Review
IRB Review
Post-Review
Review Complete
Clarification
Clarification
Modifications


History
Contacts
COI
Documents
Sites
Reviews
Related RNIs
Filter by
Activity
Enter text to search
Add Filter
Clear All
Activity
Author
Activity Date
Submitted
10/20/2026 1:41 PM
Continuing Review Opened
10/20/2026 1:37 PM
Modification Opened
10/20/2026 1:37 PM