My Inbox

Navigation

“My Inbox” displays items that the user needs to take action on.

Sample “My Inbox:”

In the example above it shows a new protocol that was created on 3/9/2018 and has not yet been submitted to the RPO Office (State = Pre-Submission).

For Principal Investigators/Proxies their “My Inbox” displays:

• Items not yet submitted to the Research Protections Office for review

• Items returned from the Research Protections Office or IRB that require attention

  • For example:
  • New protocols still being prepared and not yet submitted to the RPO Office
  • Clarifications requiring a response
  • Expired training for study team member change requests