IBC Protocol Submission Process Flowchart PI planning to conduct research or Sub – process #1: ORC instruction that may require IBC review 3 business days PI goes to IBC webpage and follows posted Sub - process #2: EHS instructions (e.g. online training and BUA 2 business days application submittal process) PI takes online CSU IBC compliance training Sub – process #3: IBC 10 business days PI submits BUA application via Cayuse online system ORC performs pre-review to verify application and IBC compliance training are complete NO YES Complete? Send BUA application to BSO for Send information or training technical review request to PI NO YES Tech info Complete? IBC Chair designates 1 primary NO BSO review reviewer per protocol and BSO works with PI to needed only? forwards to ORC for IBC agenda obtain additional packet development information **YES** ORC distributes agenda packet to IBC members 10 business days prior to next scheduled meeting Reject/Denial - BSO **Approve** – BSO notifies **Conditional Approval –** notifies ORC ORC BSO notifies ORC that PI must address comments/questions, Primary reviewer presents then resubmit for final assigned protocol during meeting approval ORC sends rejection ORC sends approval letter letter **IBC** deliberates ORC sends and votes on BUAs comments/questions to PI for addressing **Conditional Approval -**Table – BSO and/or IBC Reject/Denial - ORC **Approve** – ORC sends IBC notifies ORC that PI Chair works with PI to approval letter sends rejection letter must address address significant comments/questions, issues identified then resubmit for final approval Revised application will be ORC sends included in IBC agenda for comments/questions to PI next scheduled meeting for addressing 7/6/2022 RD