Clemson researchers collaborating on projects with one of the other HSSC institutions (i.e., GHS, MUSC) or collecting data from or about their patients and/or staff have to complete the electronic application at [http://eirb.healthsciencessc.org/](http://eirb.healthsciencessc.org/) (eIRB) and add Clemson IRB to the study team for the Office of Research Compliance (ORC) to conduct an administrative review of the protocol and receive status updates.

When entering study personnel into the eIRB system, add “Clemson IRB” under other study team member and check the box for Clemson IRB to be copied on eIRB communications. Clemson IRB is registered with “IRB” as the last name. Demonstration videos are available at [http://university.ghs.org/eirb/](http://university.ghs.org/eirb/).

Clemson researchers that do not have an eIRB account will have to complete the registration request, and the lead HSSC institution’s IRB office will confirm your request. Complete the registration using your Clemson University’s username and password. Clemson uses Single Sign On (SSO) for eIRB access.

Clemson researchers are covered under Clemson University’s Federalwide Assurance, [https://www.hhs.gov/ohrp/register-irbs-and-obtain-fwas/fwas/index.html](https://www.hhs.gov/ohrp/register-irbs-and-obtain-fwas/fwas/index.html), and the University is responsible for their role on all research studies (including those approved by another IRB office). The IRB administrator will conduct an administrative review of the protocol through the eIRB system and notify the lead investigator at Clemson if there are any concerns.

Contact the Clemson IRB office at [IRB@clemson.edu](mailto:IRB@clemson.edu) or (864) 656-0636 if you have questions about the cooperative review process or to determine which institution should be the IRB record for your study.

**Who may serve as the principal investigator (PI) for the eIRB application?**

The assignment of PI for the eIRB application will be determined by the lead institution’s policies. Consult with your collaborator or the Clemson IRB office before completing the application.

The lead investigator at Clemson will be the PI of record on all ORC’s files. The PI at Clemson must meet the criteria described on the Assignment of Principal Investigator/Project Director policy at [http://www.clemson.edu/research/sponsored-programs/documents/pi-policy.pdf](http://www.clemson.edu/research/sponsored-programs/documents/pi-policy.pdf). Clemson University does not allow students to serve as PI.

**What are my responsibilities as the Clemson PI?**

The Clemson PI must notify the Clemson IRB at [IRB@clemson.edu](mailto:IRB@clemson.edu) or (864) 656-0636 when an eIRB application is submitted to another HSSC institution.
The PI is also responsible for ensuring that all Clemson personnel involved in the conduct of the study adheres to the approved protocol, required to immediately report any adverse events or unanticipated problems and actions taken to mitigate the events, and notify the office when the study has been completed.

**Will my CITI human subjects training through Clemson University be accepted?**

The HSSC institutions have agreed to accept each other’s CITI training. The eIRB system will automatically upload your CITI training information. If there are issues with your training, you may be required to manually upload a copy of your training certificate into the eIRB application.