

ERMS – IACUC Module: Groundwork is Underway!

In January 2024, UT Health San Antonio's (UTHSA) Vice President for Research Office, began initial work for the new Institutional Animal Care and Use Committee (IACUC) Module within the Enterprise Research Management System (ERMS).

The ERMS IACUC module will effectively provide a modernized IT solution able to support our growing research infrastructure. The implementation of ERMS IACUC will offer many requested advancements, including reduction of duplication by providing investigators and study teams with the ability to develop substance and procedure libraries for their use across multiple protocols within their animal research program. In addition, the module allows for complete transparency to where protocols are within the review and approval process. The new module will also have many of the same features currently available in the ORCA system such as assigning a proxy (delegate) and ability to clone a protocol.

As development and implementation proceeds, we want your input and feedback on the new system! In the coming months, the Animal Research Compliance (ARC) Office will be offering opportunities for testing the new system. If you are interested in volunteering to **test and provide feedback**, please contact the ARC Office at ARC@uthscsa.edu.

The ARC Office will continue to provide a high level of customer service during the transition and implementation process. Currently approved protocols with active animal use will be transferred and available for investigators and study teams within the new ERMS IACUC module when launched. Training opportunities will be available in several formats to meet the needs of investigators and study teams. The ARC Office will also be available with real time learning to assist you with your first ERMS IACUC submissions with one-on-one training for investigators and study teams.

For more information, check out our [ERMS](#) information page, where you can find resources on all live ERMS modules.

Tracking Your Research Activities in ERMS - Conquering Checklist Clutter

Investigators and research teams must navigate myriad to-dos and follow ups for activities associated with their research program. Managing these requirements demands attention to detail, which can be challenging. Fortunately, ERMS includes functionality that can help you track your active research to-dos!

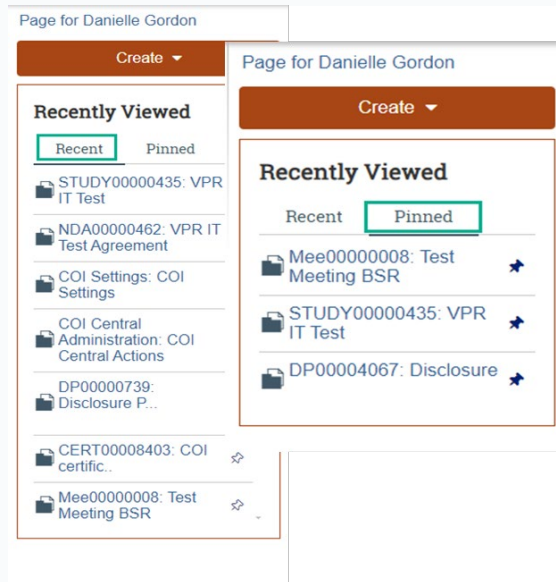
When you log into ERMS, you will see a 'Recently Viewed' pane on the left-hand side of your dashboard with two sub-tabs:

Recent- These are the last 10 items that you have accessed.

Pinned- These are items that have been pinned to your dashboard for quick access. You can pin up to 10 items.


Be sure to pin things that require ongoing attention or quick access such as upcoming meetings, or frequently accessed business items.

For other tips, tricks, and guidance in the use of, please visit this website [ERMS](#) . And remember, feel free to contact our offices anytime for support or to share your feedback with us!



Submitting Your First IRB “Amendment” Referred to as a Modification (MOD) in ERMS-IRB?

See below for some helpful tips.

- Navigate to the approved study.
- Click “[Create Modification/CR.](#)” 
- For “**Modification scope**,” we recommend selecting **both** options for your first modification:

Modification scope: <input type="checkbox"/> Study team member information <input type="checkbox"/> Other parts of the study

This saves time since the first MOD usually requires updates to both the study team and other parts of the protocol.

- Don't forget to select:
Study enrollment status to report the status of subjects, and
Notification of subjects if subjects will be notified of the changes.

1. Study enrollment status: <input type="checkbox"/> No subjects have been enrolled to date <input type="checkbox"/> Subjects are currently enrolled <input type="checkbox"/> Study is permanently closed to enrollment <input type="checkbox"/> All subjects have completed all study-related interventions <input type="checkbox"/> Collection of private identifiable information is complete
2. Notification of subjects: (check all that apply) <input type="checkbox"/> Current subjects will be notified of these changes <input type="checkbox"/> Former subjects will be notified of these changes

- **IMPORTANT:** Provide a brief summary of changes. This facilitates timely processing of the MOD.

For Additional ERMS-IRB Help

- **Check the [HelpCenter tab](#)** for module-specific guidance such as IRB “Quick Guides.”
- **Request a [one-on-one Concierge meeting](#)** for your study-specific or ERMS-IRB questions.

**Note: Suggested browsers are Chrome, Firefox, or Safari 15+ to access links. If still unable to access link, verify your browser is updated and/or clear the browser cache.*

ERMS giving time back to mission-focused research activities.