



IRB 360 NEWSLETTER

Connecting Research with Ethics

Expiration of IRB/Ethics Approval

All research approved by the NTU-IRB come with an IRB/ethics approval validity period. The validity end date is based on the study's duration, and the ethics **approval period** is stipulated in the **IRB Approval Letter** of each project.

Example:





The approval period is from **17 August 2022 to 17 August 2023**. The NTU-IRB reference number for this study is **IRB-20[REDACTED]**. Please use this reference number for all future correspondence.

Researchers are required to comply with the approval period. **Upon expiration, All Research Activities Involving Human Subjects Must STOP** (e.g. recruitment/enrolment of new participants, research-related interventions/study activities with participants, data collection...). Any activities conducted after expiration are considered as **non-compliances**, and will require incident reporting to the IRB.

PIs are to either **Extend** or **Close** their studies **BEFORE** the approval end date:

If MORE TIME IS REQUIRED TO CONTINUE OR COMPLETE THE RESEARCH (e.g. analysis of individually-identifiable data), PIs must submit an **Amendment (AMD)** to extend the validity period of their study's IRB approval.

Extending the Approval End Date on ERMP

	Original Approved End Date	New Extended End Date
   	01-Sep-2022	01-Mar-2023

Click [here](#) for ERMP guide on submitting AMDs.

If the STUDY IS COMPLETED, AND IRB/ETHICS APPROVAL IS NO LONGER REQUIRED FOR THE RESEARCH, submit the '**Project Closure**' form on ERMP at the earliest possible time.

OR

NOTE | Once a 'Project Closure' is endorsed, the study is considered closed, and no research activities can continue. A new application must be submitted to the IRB for a 'fresh' round of review if the researcher wishes to 're-open'/resume with the 'closed' study.

Responsible Conduct of Research

Researchers are expected to conduct their studies in a responsible manner regardless of the nature of research – *Social, Behavioural, and Educational Research (SBER) or Human Biomedical Research (HBR)*.

To help Principal Investigators (PIs) & researchers in the supervision/conduct of their human subjects research, the NTU-IRB has made the following **Study Logs** available on the IRB's [website](#):

ENROLMENT log

Subject Eligibility; Date of Consent; Consent Taker etc...

SIGN UP

TRAINING log

Required training(s) completed by the PI and Study Team.



DELEGATION log

Study Responsibilities assigned to each Study Team Member.



ANNOUNCEMENT

If you are unable to access ERMP because **'Your account is not valid or Access denied'** submit the online **User Access Request Form** using your NTU/NIE email to request for an account/access.



Stay tuned for our next newsletter to learn more!

To subscribe to our mailing list and for further queries, please write to IRB@ntu.edu.sg

Brought to you by:
Research Integrity and Ethics Office (RIEO)

Refer to our website for more information on **IRB Guidelines** [here](#).