Office of Compliance Updates

Save the Dates!
Cookies and Compliance, a 4 part series to highlight various compliance units, will be presented in February 2014 on 4 consecutive Thursdays from 1-2 pm in Wahl West. Stay tuned for the details! (and, yes, there will be cookies!)

IRB Updates  
(Institutional Review Board – Human Subjects Committee)

CTSA Reciprocity Arrangement
An important accomplishment of 2013 has been completion of an IRB reciprocity agreement between KUMC and our colleagues at Children’s Mercy, St. Luke’s, University of Missouri-Kansas City, and the Kansas City University of Medicine and Biosciences. All five institutions have signed a common agreement. Having reciprocity means that a joint human subjects research project among these institutions will only require one IRB review. If you are proposing human subjects research that involves two or more of these institutions, please contact the KUMC IRB office for more information about which IRB should receive your application.

Consent templates on eCompliance
We have not uploaded our templates to eCompliance at this point. Please refer to our consent templates for actual examples in developing your informed consent documents. Be sure you do not have any footers on the consent forms, as the official KUMC IRB stamp is inserted there at time of approval.

eCompliance Assistance with IRB
You can sign up for one of our helpful technical assistance sessions through the IRB website, in the HRPP Events and Training Calendar.

IRB Contact information: 588-1240 or humansubjects@kumc.edu

COI Updates  
(Conflict of Interest)
Reminder emails about incomplete Conflict of Interests FY14 Certifications are generated every Tuesday by the eCompliance system. These emails will continue until your certification moves from Draft to No Review Required or Supervisor Review status. Incomplete COI Certifications will hold up a study’s renewal and may cause the study to expire.
If you have questions about completing your Conflict of Interest report, please see our informative COI website and be sure to check the User Guides. Don’t forget to check the box and click finish at the Assurance and Certification screen; otherwise your report will remain in draft status.

**COI Contact Information:** 588-0940, 588-1390 or coi@kumc.edu

<table>
<thead>
<tr>
<th>HIPAA Updates</th>
<th>(Health Insurance Portability and Accountability Act of 1996)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coming next month!</td>
<td></td>
</tr>
</tbody>
</table>

**Contact Information:** 588-0940

**General eCompliance Access**

**Name**
Please assure that your name is listed correctly in the KU Identity Management system and Directories. Name changes, misspelled names, and additional names can wreak havoc with your access to eCompliance.

**Password**
If you have both kumc.edu and ku.edu e-mail accounts, be sure that you are using two different passwords. Passwords on the two campuses **must** differ to log into eCompliance.

For access problems, please contact University Customer Support at 588-7995.