

IMPORTANT: IRB Process Change

As of February 1st, 2020, CIBMTR implemented a change to the IRB process for management of centers' Research Database and Research Repository protocols and informed consent forms. **Please do NOT submit IRB documents anymore through the CIBMTR Center Support** (<https://nmdp.service-now.com/csm>).

- All informed consents and protocol amendments for the Database protocol going forward will need to be submitted to DatabaseIRB@NMDP.ORG.
- All informed consents and protocol amendments for the Repository protocol should be submitted to RepositoryIRB@NMDP.ORG.

As a reminder, having current IRB documents (renewal letters, protocols, and consents) on file with CIBMTR is part of CPI requirements. Your center's current IRB expiration date for the Database protocol can be found on your weekly CPI summary report.

For sites that utilize the NMDP IRB as the IRB of record: please submit redlined/tracked changes versions of all Informed Consent Forms and Protocol amendments to the appropriate IRB inbox prior to submitting to the NMDP IRB; all documents must be pre-reviewed prior to submission.

For sites that utilize local IRBs as the IRB of record: please submit redlined/tracked changes versions of all Informed Consent Forms and Protocol amendments to the appropriate IRB inbox prior to submitting to the your local IRB; this process will attempt to eliminate multiple submissions. Please include the date you require response by to ensure we review and return your Informed Consent Forms and Protocol amendments in time for submission to your local IRB.

If you have any questions or concerns about the new process, please direct them to DatabaseIRB@NMDP.ORG or RepositoryIRB@NMDP.ORG