eProtocol Instructions

ONGOING STUDY ACTIVITIES for IRB approved research

Please keep the following in mind when using the system:
• Internet browser: we recommend using Mozilla/Firefox or Google/Chrome as your browser for eProtocol.
• Remember to TURN OFF THE POP-UP BLOCKER on your browser.
• Remember, DO NOT USE THE BACK BUTTON ON YOUR BROWSER. To navigate, use the actual hyperlinks on the page to go to a specific location (e.g. click on protocol # to get protocol, or hyperlink “Home” to go to the start page).

Vers. 1, 12/20/16
Log in to eProtocol (eprotocol.benaroyaresearch.org) by clicking on the appropriate organization on the homepage and entering your credentials.

Welcome to eProtocol!

A web-based submission, review, and approval system for BRI and VM research protection committees (IRB, IACUC, IBC).

To login to eProtocol, click on your primary organization below:

- Benaroya Research Institute
- Virginia Mason

If you have credentials for both organizations, ALWAYS login with the same username and password.

Don’t have an account with VM or BRI, or need help logging into eProtocol? Click on the links below to find answers to your questions.

Links:
- FAQs: Frequently Asked Questions
- IT Helpdesk: Help with password and login issues
- RPD Contacts: Research Protections Department Contact Information
Make sure you are under the “Researcher” role, located in the dropdown menu at the top left corner of the screen.
Select your approved protocol...

...then select the appropriate options from the menu.

<table>
<thead>
<tr>
<th>Protocol ID</th>
<th>Principal Investigator</th>
<th>Approval Date</th>
<th>Last Approval Date</th>
<th>Expiration Date</th>
<th>Review Decision</th>
<th>Form Type</th>
</tr>
</thead>
</table>

Currently there are no Non Active Protocols.
Answer all questions on the new page...

...then submit the form to the IRB.

Please note: Some forms (e.g. Study Modifications or Continuing Reviews) may require additional changes or attachments to be added to the protocol as well.