Special Announcement

WRG IRB Determination Letters Have a New Look!

We are delighted to announce the successful redesign of our WRG IRB Determination Letters, aimed at providing investigators with a cleaner, simpler, easier-to-understand determination letter.

As you know, IRB Determination Letters play a crucial role in the research process by providing investigators with an official decision from the IRB regarding their projects. We recognize the importance of clear and concise communication in this regard, which is why we have taken steps to improve the letter format.

Key enhancements you can expect from the redesigned WRG IRB Determination Letters include:

1. We have simplified the letter titles so the determination is clear.
2. We have reimagined the layout to present information in a more organized and logical manner. The approval and expiration dates now appear immediately below your study information, making it easier to locate.
3. We have removed the listing of approved documents from the body of the letter. The new letters will provide a link to the location in WRG where all relevant documents will be securely stored and accessible, allowing you to conveniently access and review the approved documents associated with your study.
4. We have added the signature of Melissa Epstein, the Executive Director of Human Research Protection and Compliance, to bring our letters into regulatory compliance.
5. We have removed any extraneous information; the new letters will only include information relevant to your study.

Not only have we changed the format of the letter, but we are also changing the process by which these letters get delivered. There are two key changes in the automated email generated by WRG- HS upon issuance of these letters:

• The subject of the email will now read, “Letter Posted [protocol number] [PI full name] [Title], and the body will simply state, “The IRB has posted a letter for [protocol number] [title]. Please find the letter attached. The letter is also available under the communication section in your WRG submission record.”
• The email will now be sent only to the PI and Administrative Contact

These new WRG IRB Determination Letters will be implemented starting Friday, May 26th. All determination letters issued from this date forward will follow the new format. However, previously issued determination letters will remain valid and will not require any action on your part.

If you have any questions, please reach out to us by emailing irb@med.cornell.edu.

Thank you for your ongoing support and commitment to maintaining the highest standards of regulatory compliance. We are excited about these changes and confident that they will improve the IRB review process.

For more information, visit us at https://research.well.cornell.edu/irb