New Online Application – UC Reliance Registry (UCI Relying Site)

\*Create new application [online](https://apps.research.uci.edu/irbapp/index.cfm?CFID=f9dbc967-37f4-4bbc-99b2-8b2575653aa7&CFTOKEN=0&action=log_in) by logging in using your UCInetID. *Note*: **Fill out all sections of the application** – below are key sections specifically related to the Reliance registration process.

1. Section 1. Enter Title of Study as listed in the [Registry](https://irbreliance.ucop.edu/site/index).
2. Section 2. Enter Level of Review as determined by Reviewing IRB
3. Section 6. IRB of Record – Select the following:

	1. Sub-section A. Yes, UCI will Rely on Another non-UCI IRB



* 1. Sub-section B. Identify the sIRB collaboration – Select “University of California (UC) IRB Reliance”



1. Section 16. Upload Files –
	1. Upload a copy of all ***Reviewing IRB’s*** study documents, if applicable:
		1. IRB Approval Letter, with active approval dates
		2. Protocol Narrative
		3. Consent form
		4. Recruitment materials
		5. Questionnaires/surveys/measures, etc
		6. Data Abstraction Sheet (for Records Review)
	2. UCI Specific Documents
		1. Upload [Appendix R](http://www.research.uci.edu/forms/docs/irb-appendices/appendixR.doc) (sIRB / Reliance)
		2. Upload [Appendix T](https://research.uci.edu/forms/docs/irb-appendices/appendixT.doc) (Waiver of HIPAA Authorization), if accessing medical records
		3. [HIPAA Research Authorization Form](https://research.uci.edu/forms/docs/irb-forms/uci-hipaa-authorization.DOCX), if applicable