

Monthly updates from the Human Research Protections Office

Click on the announcement below to register!

Maintaining Research Integrity in a Changing Environment

Join us for the **LIVE!** webinar
Friday, May 9, 2025
12-1 PM





Carilion's Institutional Research Officer, Dr. Trestman, will discuss maintaining research integrity during expansion, offering valuable perspectives on navigating challenges and opportunities.

Starting Research?

Visit our [website](#) to help navigate conducting research at Carilion Clinic. The top section, *Getting Started*, answers some of the most frequently asked questions. There is also a document that can be accessed for your own use or to share with your team that has all preparatory information for new investigators. Click on the image of our website to access the [guidance document](#) for new investigators.

Menu

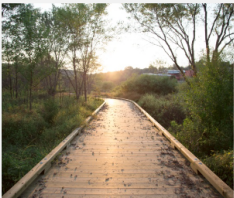
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Human Research Protections Office (HRPO) & Institutional Review Board (IRB)

Welcome to the Carilion Clinic Human Research Protections Office (HRPO) and the Institutional Review Board (IRB).

The information on these pages will help you navigate your research study and the [PRIS3M Submission System](#). We are also available for consultations. Please feel free to reach out to us at irb@carilionclinic.org for any inquiries you have or assistance you need. Your questions are important to us, and we are here to support you and your team in your research endeavors.



Getting Started

When considering submission of a research study to the Carilion Clinic Human Research Protections Office (HRPO) & Institutional Review Board (IRB), understanding the initial requirements is essential. This [guidance document for New Investigators](#) will optimize your submission and enhance efficiency. The Carilion Clinic HRPO team is committed to supporting investigators and research teams throughout the review process.

What should I do to prepare my study for submission?

What are the required trainings for Carilion Clinic researchers?

What are the categories of review?

Are there PRIS3M user guides & help?

PRIS3M User Guides Updated

We appreciate the feedback we receive from our research community. It helps us continuously improve and provide relevant educational resources. Several PRIS3M user guides have been updated to provide a more straightforward approach to navigating the system. Please click on the links below to access each one:

- [Getting Access to PRIS3M](#)
- [Getting Started and Navigating PRIS3M](#)
- [How to Submit a New Application in PRIS3M](#)
- [Principal Investigator Signoff on a PRIS3M Application](#)
- [Department Chair or Designee Signoff on a PRIS3M Application](#)
- [How to Respond to Submission Correction \(Stipulations\)](#)



Once you look over and use the updated user guides, please share your feedback with Hilary Hedrick at hhedrick@carilionclinic.org.

Resources Center

PRIS3M Application Reminders:

- Have VTCSOM students or other external collaborators on your study? Be sure to fill out **Section 9 Collaboration** section of IRB application. The following should be specified about collaborators:
 - Complete contact information
 - Role along with listed study tasks
 - Access to identifiable data
 - Description of transmitting data
- Make sure to include Carilion research coordinators and/or managers as **“study contact”** in **Section 4** of IRB application. This facilitates accessibility and communication within research teams.

Human Research Protections Office Personalized Services

Contact our office at irb@carilionclinic.org for the following:

- New to IRB study submission
- Consultations for studies
- Specific study questions
- In-service/training request
- Guided help for PRISM
- Assistance with IRB regulatory requirements
- General questions

★ We tailor our support to each researcher's schedule and expertise level, ensuring they receive exactly the assistance they need.

