

COMIRB Plugin

- Must use UCDenver REDCap Demographics form variables and code values.

Set-up project bookmark:

- 1) Link label will be specific to project
- 2) Link URL always: <https://redcap.ucdenver.edu/rcplugins/comirb/index.php>
- 3) Link Type always: Simple Link
- 4) User Access will be specific to project
- 5) Opens new window: check
- 6) Append project ID to URL: always

Link #	Link Label	Link URL / Destination	Link Type	User Access	Opens new window	Append record info to URL	Append project ID to URL	Delete
1	COMIRB Continuing Review	https://redcap.ucdenver.edu/rcplugins/comirb/index.php	Simple Link	<input checked="" type="radio"/> All users <input type="radio"/> Selected users	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="text"/>	<input type="text"/>	Simple Link	<input checked="" type="radio"/> All users <input type="radio"/> Selected users	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Add Enter the label for the link as it is seen on the left-hand menu
Enter the web address (URL) for the link (e.g., <http://www.mysite.com/mypage.html>)

Click on the Project Bookmark to go to the COMIRB Continuing Review page

Data Collection Instruments:
Demographics

Applications

- Calendar
- Data Exports, Reports, and Stats
- Data Import Tool
- Data Comparison Tool
- Logging
- Field Comment Log
- File Repository
- User Rights and DAGs
- Record Locking Customization
- E-signature and Locking Mgmt
- Data Quality
- API


Project Bookmarks

- COMIRB - Continuing Review

Help & Information

- Help & FAQ
- Video Tutorials
- Suggest a New Feature

1) Enter a date for your report and click "Submit"



COMIRB Continuing Review

If available, the continuing review start date can be pre-populated by selecting a previous run from the *Previous Continuing Review Report Information* table below.

Continuing review start date (mm/dd/yyyy):

** If a previous yearly run is selected, data from that report will be compared to this year's report. Discrepancies will be displayed at the top of your continuing review document.


Previous Continuing Review Report Information

No previous runs of the continuing review report found.

REDCap Software - Version 6.0.23 - © 2015 Vanderbilt University

Supported by:
 Colorado Clinical and Translational Sciences Institute
 Development and Informatics Service Center (DISC) | Office of Information Technology

2) Use whatever method you prefer to print the report (cut/paste, print as .pdf, etc.)

[Return to COMIRB Continuing Review main screen](#)


Discrepancies

No previous run was selected.

***Note: participant(s) 12 is(are) not included in continuing review counts, even though Consented = "Yes", because no status dates are available.

Enrollment Data

In Table 1, provide a breakdown of all enrolled subjects (individuals who have signed a consent form or who had consent waived). Count each child subject, even if s/he did not sign a consent/assent, do not count parents who sign a consent only for the participation of their child. Note: Number consented must = screen failures + withdrawals + total active & completed)

Table 1	Number Approved by COMIRB	Number consented (or had consent waived)	Screen Failures		Withdrawals		Total Active & Complete	
			Total	Since Last Review	Total	Since Last Review	Total	Since Last Review
National Multi-site Enrollment		NA	NA	NA	NA	NA	NA	NA
Local Enrollment		17	2	1	3	2	12	7

Withdrawal Reasons

Lost to follow-up: 1
 Moved Away: 0
 Deceased: 1
 Other: 1

Are any subjects of the following vulnerable population groups enrolled in this study?
 If yes, please complete the relevant parts of Table 2

Table 2	Vulnerable Population	Number consented (or had consent waived)	Screen Failures		Withdrawals		Total Active & Complete	
			Total	Since Last Review	Total	Since Last Review	Total	Since Last Review
	Children	6	1	0	2	2	3	3
	Pregnant Women	2	0	0	0	0	2	0
	Prisoners	3	1	1	0	0	2	0
	Proxy Consent	2	0	0	1	0	1	1
	Other	4	0	0	0	0	4	4


COMIRB Appreciates that total #s may not match with Table 1

In Table 3, provide demographics for all local enrolled subjects, including subjects who have withdrawn or failed screening. (Enrollment numbers only, no Percentages)

Demographics - Race/ Table 3	American Indian or Alaska Native	Asian	Black or African-American	Native Hawaiian or Other Pacific Islander	White	More than one race	Unknown or not reported	Total
Female	3	0	0	2	1	0	0	6
Male	0	1	1	0	1	0	1	4
Unknown or not reported	1	2	0	0	0	4	0	7
Total	4	3	1	2	2	4	1	17

Demographics - Ethnicity/ Table 4	Hispanic or Latino	Not Hispanic or Latino	Unknown or not reported	Total
Female	3	3	0	6
Male	2	2	0	4
Unknown or not reported	2	0	5	7
Total	7	5	5	17

- 3) When you return to the COMIRB Continuing Review main menu you should now see the report you just viewed, including the run date/time and the report date/time

 Print page

COMIRB Continuing Review

If available, the continuing review start date can be pre-populated by selecting a previous run from the *Previous Continuing Review Report Information* table below.

Continuing review start date (mm/dd/yyyy):

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Previous Continuing Review Report Information

Run Date/Time	Continuing Review Report Date	View Report	Delete	Use this report run date + 1 year for current report**
04/10/2015 14:27	10/01/2012	View	<input type="checkbox"/>	<input checked="" type="radio"/>

Click the "View" link to see a past report

Click the "Delete" checkbox to delete a past report

Click the radio button to pre-populate the "Continuing review start date" with the Report Date + 1 year.

In this example the report start date will be "10/01/2013"