

System Requirements

- Does **not** require registration by users
- Does require a WSU Access ID & Password

A WSU Access ID & Password opens the door to eProtocol

*Use the IRB's Key Personnel Guidance Tool
to determine key personnel.*

Guidance tools available on the [IRB's Education website](#)



eProtocol System Requirements

Guest WSU Access ID

- Submit an e-mail request to WSUIRInfo@wayne.edu
- Include in email guest users:
 - First Name, Middle Name, Last Name
 - Birthdate
 - Previous Access ID (if applicable)
 - Guest user's Email address

Guest Access ID users will receive an email with ID activation instructions.

- Guest IDs are for 1 year and must be re-activated yearly
- Guest IDs include a WSU Academics account with email
- Guest users can forward their WSU email to their primary email accounts to receive eProtocol notifications.



CITI Training Profile

Adding the WSU Access ID

- Connects key personnel's CITI training to eProtocol
- If the WSU Access ID is not added the IRB Application **cannot** be submitted and will cause submission delays
- Incorrect ID or incorrectly added ID will also not allow for the IRB Application to be submitted
- See Guidance Tool for instructions on adding the WSU Access ID to a CITI profile



Mandatory CITI Training

(3) Required CITI Training Modules for

ALL Key Personnel & Authorized Signatories

- (I) Basic Course in Human Subjects Research: Biomedical or Social Behavioral Investigators (Refresher course is required every 3 years)
- (II) Responsible Conduct of Research Biomedical or Social Behavioral Investigators
- (III) Health Information Privacy and Security (HIPS) Module (per research role)



Mandatory CITI Training

Additional CITI Modules based on Research Type

- Children included as participants (CITI module: 152332 or 152335)
- Pregnant Women, Fetuses or Neonates included as participants (CITI module: 152332 or 152335)
- Prisoners included as participants (CITI module: 152333 or 152336)
- Students included as participants (CITI module: 152334 or 152337)
- Internet Research (CITI module: 152338)
- International Research (CITI module: 153207)



Need eProtocol Assistance?

Email: WSUIRBInfo@wayne.edu

or call

The IRB Administration Office

313-577-1628

