

**February 27, 2018**

**IRB Announcement – Updates: Reporting SAEs and UAPs to the IRB**

This announcement is to inform you of updates to the eSAEy and eazUP reporting systems. The changes to eSAEy will go into effect 3/1/2018. The changes to eazUP are already in place.

**These changes include:**

**For eSAEy:**

For investigators who approve reports:

- A report can be modified before approval.
- A PDF of the report can be downloaded from the approval screen.
- The action buttons have been moved from the bottom to the top of the screen.

**For eSAEy and eazUP:**

- A note has been added to the entry screen to remind you not to enter any subject identifiers such as names, MR#'s or any other information that could potentially identify an individual.
- Several fields have been added and some fields are now mandatory. If information is unknown at the time of the initial report, enter a placeholder until a follow-up report can be submitted.
- It continues to be possible to assign an alternate investigator to approve the reports in place of the PI.
- Please note that if the IRB reviewer must reject a report, the report will have to be modified/clarified and re-approved.

If you have a question about this announcement or do not see an update you requested, please contact [patrick.herbison@jefferson.edu](mailto:patrick.herbison@jefferson.edu) .

Thank you,

The Office of Human Research