

East Tennessee State University Human Research Protection Program

IRBManager Request for Login Username/Password

Rationale for this requirement:

In order to assure confidentiality and meet the requirements of 21CFR11 (federal rules about electronic signatures), ETSU is required to implement controls that include limiting access to authorized individuals, and establishing and adhering to policies that hold individuals accountable and responsible for actions initiated under their electronic signatures. [source 21CFR11 11.10(d), 111.10(j)].

Attestation:

By signing below, I acknowledge and agree to the following:

- As an individual user, I am accountable and responsible for actions initiated under my electronic signature
- My username and password for IRBManager are confidential
- I will not disclose my username and password to anyone else
- If I believe that my password has been compromised, I will contact the ETSU Office for the Protection of Human Subjects to report this information.
- I will not receive my username and password until I have training on IRBManager.

Name:

Institution:

Dept:

Email address:

Signature

Date

Please note both signature and date must be handwritten. You may scan in and email to cheyne@etsu.edu. After receipt and processing of this form, you will be contacted to schedule a training session, during which time you will receive your username and password to access IRBManager.
