IRB Process / IBC Process

- UCLA OHRPP IRB Submissions
- IBC Process

OHRPP IRB Submissions

The Office of Human Research Protection Programs supports two internet-based software applications to support the submission, review, and approval of research projects involving human subjects:

1. webIRB
    a. New submissions not currently supported in BruinIRB
    b. Amendment/Continuing Review-Closure/ PARs for active and previously approved submissions in webIRB
2. BruinIRB
    a. UCLA relying on another IRB*
    b. Humanitarian Use Devices (HUD)
    c. Emergency Use
    d. Expanded Access
    e. Right to Try applications

All NEW UCLA relying on another IRB, Emergency Use, HUD, Expanded Access, and Right to Try applications must be submitted in BruinIRB.

*Effective January 25, 2023, **all NEW Industry-sponsored, multi-site FDA-regulated research conducted at UCLA must use a single IRB,** per the June 2023, UCLA Policy Board (HRPB) determination. Accordingly, investigators must identify an external IRB (e.g. Advarra or WCG) that will serve as Reviewing IRB for these research studies. Investigators must submit a request to cede review to an external IRB in BRUIN IRB.

Both applications are designed to branch in response to information provided about the study procedures. Each system requires an account that uses the single sign-on UCLA Logon ID credentials. Both applications function as a document repository, providing study personnel with easy access to study documents like approved consent forms.

NOTE:
Submission requirements for amendments, continuing review, and post-approval monitoring reports will differ for studies approved by an external IRB, including clinical studies approved by a commercial IRB. Review the IRB Reliance Policy and the FAQs for the Commercial IRB Review for additional information.

- All users must have a webIRB account to log into webIRB. Please visit the "How to get a webIRB account" page for instructions.
- Access BruinIRB Accounts page for instructions on how to request an account for BruinIRB.

For general questions, contact the OHRPP's main phone numbers (310) 825-5344 for the Medical IRB or (310) 825-7122 for the General Campus IRB. For questions specific to the webIRB application, email webIRBHelp@research.ucla.edu. Questions related to BruinIRB should be directed to BruinIRB@research.ucla.edu. Please be sure to describe the nature of your question.

Before your study begins, you must have IRB approval. Below are the CTSI partner site IRB submission tools:

Last updated: 2 Feb 2024

IRB Contacts for Partner Sites

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- Cedars-Sinai
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- Charles R. Drew University
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- Lundquist/Harbor-UCLA
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- UCLA

Cedars-Sinai – click here to go to the Cedars-Sinai Webridge IRB system. For more information, contact:

Office of Research Compliance and Quality Improvement
Cedars-Sinai Medical Center
8383 Wilshire Blvd., Suite 742
Beverly Hills, CA 90211
Phone: (310) 423-3783
Email: irb@cshs.org

Charles R. Drew University – Click here for more information on the IRB for Charles R. Drew University. If you have any questions regarding the IRB functions and review process, contact:

Office for the Protection of Human Subjects
Charles R. Drew University of Medicine and Science
1731 East 120th Street, Building F
Los Angeles, CA 90059
Phone: (323) 563-5990
Email: irb@cdrewu.edu

Junko Nishitani, CDU IRB Director
junkonishitani@cdrewu.edu
(323) 563-5990

Lundquist/Harbor-UCLA – Click here to go to the iRIS IRB System. You will need to log-in. For more information, contact:

Office of Compliance and Regulatory Affairs
Lundquist/Harbor-UCLA Medical Center
1124 West Carson St

Torrance, CA 90502
Phone: (310) 222-3624

View Lundquist/Harbor-UCLA workflow

UCLA – The online Institutional Review Board application system, webIRB, is available to all UCLA Investigators and Study Staff. For questions or assistance, contact:

Office of the Human Research Protection Program (OHRPP)
10889 Wilshire Blvd, Suite 830
Los Angeles, CA 90095-1406
Campus Mail Code: 140648

Email: North & South General Institutional Review Boards (GC-IRB)
Email: The Medical Institutional Review Boards 1,2, & 3 (M-IRB)

Training sessions are being held on the South campus and in the Kinross Building. Click here to schedule a training session.

To subscribe to the webIRB listserv: Send an e-mail to: webIRB-subscribe@lists.ucla.edu.
The subject line and body of the e-mail can be blank

The UCLA Institutional Biosafety Committee (IBC) is the local review body responsible for oversight of all research activities – including teaching laboratories – involving the use of hazardous biological material and recombinant or synthetic nucleic acids, as required and outlined in the NIH Guidelines and the BMBL. In order to maintain safe conditions and regulatory compliance in research and teaching areas, work done with any of the following biological materials must be registered with the IBC for review and authorization:

- Recombinant/synthetic nucleic acid molecules, as covered by the NIH Guidelines
- Infectious agents (viruses, bacteria, fungi, parasites, prions, etc.) that can cause disease in healthy humans and/or significant environmental or agricultural impacts, as covered by the BMBL
- Select agents and select toxins, as covered by the CDC DSAT regulations (See http://www.selectagents.gov/SelectAgentsandToxinsList.html)
- Human materials (including all fluids, tissues, excretions, secretions, or cell lines), as covered by the Cal/OSHA Bloodborne Pathogens Standard
- Nonhuman primate materials (including live animals, all fluids, tissues, excretions, secretions, or cell lines), as covered by the BMBL and Cal/OSHA Bloodborne Pathogen Standard
- Genetically-modified animals and whole plants, as covered by the NIH Guidelines
- Certain animals or animal specimens known to be reservoirs/vectors of zoonotic diseases. EXEMPT: Most animals from UCLA DLAM approved vendors. (See http://publichealth.lacounty.gov/vet/guides/vetzooman.htm for list of zoonotic animals)

It is the responsibility of the PI to obtain IBC approval for the safe handling, transport, use, and disposal of hazardous biological materials and recombinant/synthetic nucleic acids when these materials are used in research and teaching. All Biological Use Authorization (BUA) applications for IBC review are submitted using SafetyNet. All types of submissions, from benchwork to human gene transfer studies, use the same application smartform. Users access SafetyNet using their UCLA single sign-on credentials and should contact the IBC administrative team if access is not enabled.

- **Phone**: 310-794-0262
- **Email**: ibc@research.ucla.edu
- **Office Hours**: Wednesdays, 2-5 PM, CHS 17-132A

Quick reference guides and training materials are available here.
IBC website: http://rsawa.research.ucla.edu/ibc
IBC FAQs: https://safetynet.research.ucla.edu/IBC/Doc/0/1L0J50VAC8K4LA6J7JGBBT6PCA/FAQs.pdf
SafetyNet: https://safetynet.research.ucla.edu/
Last updated: 26 Aug 2022

IBC Contacts for Partner Sites

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- Cedars-Sinai
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- LA BioMed
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- Charles R. Drew University

Javier P. Fernandez, MS, CSP, CBSP
Biosafety Officer
Environmental Health & Safety
Cedars-Sinai Medical Center
8701 W. 3rd St., Suite 190, Los Angeles, CA 90048
(P)310.423.4336 | (F)310.423.0143

Compliance Manager
compliancedna@labiomed.org
310-222-3624

Pending

Last updated: 26 Aug 2022

Drupal.jQueryUiFilter.globalOptions('accordion');