

RAMS to VIRBS conversion reminders: Reliance submissions

All reliance submissions are due in RAMS by Friday, July 11th

Submissions **MUST** be in a final approved state to convert to the new VIRBs system

Section 1: Requests to rely on an external IRB (e.g., Advarra)

- Initial reliance requests are due in RAMS by July 11th
- Study teams are encouraged to consider whether submission in VIRBs August 7th or later is feasible to ensure sufficient time for review and approval

Section 2: Submission of external IRB approval

- Submission of the external IRB's initial approval must be uploaded to RAMS *before* 7/31/25 to ensure the study will convert to VIRBS* (see note)
- Notice of approved external study updates/modifications must be submitted by July 11th or held for submission in VIRBS

Section 3: Requests for the VCU IRB to serve as the sIRB

- Requests for the VCU IRB to serve as the single IRB of record for multi-site studies are due no later than July 11th-please submit early if possible
- Requests to add individual sites to an approved submission via modification are due by July 11th or held for submission in VIRBS

*Studies in an incomplete state will NOT convert to VIRBS. For a limited number of studies requiring transfer of the RAMS HM# to VIRBS, requests may be made to hrpp@vcu.edu through 8/29/25.

- Study teams must submit a new study in VIRBS after go-live on August 7th
- Contact the HRPP with the previous RAMS HM# and new VIRBS# and request replacement
- The review workflow will be reinitiated

Questions: irbreliance@vcu.edu or 804-828-0868