Many staff members from the Columbia IRB Offices will be attending a national IRB educational conference this week. From 12:00 pm on Wednesday, November 6th, through 5:00 pm on Friday, November 8, office operations will be affected as follows:

Morningside IRB Office:
- Open Office Hours on 11/6 have been cancelled. Open Hours will resume next week, on 11/13.
- IRB Staff will have periodic access to email from midday on 11/6 through the end of the work day on 11/8, and will operate remotely to the extent possible.
- All inquiries that are marked as urgent or time-sensitive will be addressed as efficiently as possible. For these matters, please contact the IRB office as you would otherwise; if you need a response immediately, please follow the information in the staff member’s out of office message to reach the covering staff.
- All other items will be handled when IRB staff return to the office on 11/11.

Medical Center IRB Office:
- Many of the IRB staff members will be operating remotely from midday on 11/6 through the end of the work day on 11/8, and will have periodic access to email during this time.
- All inquiries that are marked as urgent or time-sensitive will be addressed as efficiently as possible. For these matters, please contact the IRB office as you would otherwise; if you need a response immediately, please follow the information in the staff member’s out of office message to reach the covering staff.
- All other items will be handled when IRB staff return to the office on 11/11.

During this time, researchers on both campuses are urged to continue to contact the administrative team that routinely processes submissions for their study.

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This message has been sent by the Columbia University Institutional Review Boards. If you have questions, please call the IRB office on your campus:
Medical Center IRB: http://www.cumc.columbia.edu/dept/irb
Phone: 212.305.5883  Email: irboffice@columbia.edu

Morningside IRB: http://www.columbia.edu/cu/irb
Phone: 212.851.7040  Email: askirb@columbia.edu