

Case Study

InfoReady



EASTERN
KENTUCKY UNIVERSITY



Using InfoReady - Eastern Kentucky University (EKU), has realized notable cost savings, user-friendly functionality and improved their overall Institutional Review Board (IRB) process.

Benefits Realized:

- Time savings for faculty – due to process efficiencies
- Ability to implement InfoReady for multiple uses
- Cost Savings – due to paperless system

Once EKU finalized the implementation of InfoReady for internal funding and limited submission opportunities, they were able to start thinking outside the box to determine which other processes could benefit from being managed in this helpful new system.

EKU wanted 3 things:

1. To centralize submission processes in one system.
2. A consistent submission approach and experience for faculty.
3. An easy way to view and share information among office staff.

SITUATION

EKU's IRB process was laborious and manual. They had long desired a technical solution for managing all of their internal review processes.

EKU provided Microsoft Word IRB documents on their website. Faculty downloaded these files, printed the completed documents, and secured signature approvals within their departments. They would then submit hard copy applications that would be entered into a database, scanned, and emailed to assigned IRB reviewers. The review process took place by email with communication between the assigned reviewers and applicants. Upon approval, their IRB administrator would print hard copies of the email correspondence and approval documentation and create a hard copy file.

SOLUTION

EKU Adopted InfoReady to Automate their IRB Approval Process.

Once they were introduced to InfoReady– they immediately knew that this product was the type of system they wanted to implement. The pricing, functionalities, and user-friendly interface were all factors that were considered in their final decision.

InfoReady is a central part of their office's function. Nearly all the processes that are initiated outside of their office begin in InfoReady.

"The InfoReady application grids are most always open on our computers, and we use them as a way to manage our workflow for many tasks our office performs." [Tiffany Hamblin \(Associate Director – Division of Sponsorship Programs\).](#)"

RESULTS

- Removing the manual efforts related to these tasks has allowed the IRB administrator to focus their time on facilitating the important touch points between investigators and reviewers (e.g. change requests), and ensuring any updated information is accurate.
- Online submissions and automated online reviews have helped ECU reduce printing and copying costs.
- An added benefit, if someone calls the office for a status update while the IRB administrator is not available, someone else can quickly check the status of an application.
- Documentation is easily accessible and downloadable for records requests or audits.
- Investigators appreciate the less burdensome process for submissions and approvals
- IRB members like having a single location to access assigned reviews at any time. The automated reminders help keep them on track with completing reviews
- Department Chairs now have access to an online history of their approvals.