

REGIS Operational Webinar

(9 July 2019)

Issues Resolved

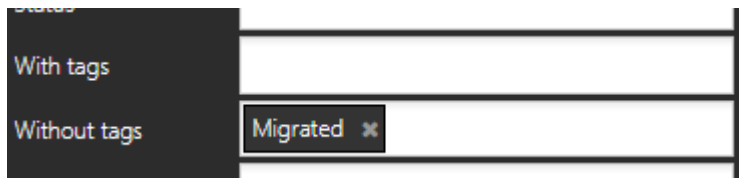
STE application – applications unable to be submitted an error message was appearing on the HOD/Departments page. Hotfix released.

Potential Issues/Under Investigation

Known issue: The “Pending Email” tile on homepages is currently showing data migrated files.

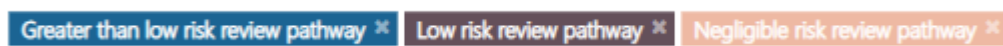
Work around: in the filter Without tag enter migrated.

ETA: in progress



Known issue: Tags – The Ethics Pathway tag is not visible to a site that is not related to the HREC.

E.g. HREA submitted to HNE and there are sites at John Hunter Hospital, RPAH and Bathurst. RPAH and Bathurst do not see the tag.



ETA: in progress

Known issue: Ethics amendments spontaneously un-submitting.

ETA: in progress

Known issue: Email template - addition of site approval email. Instances of incorrect site pulling though.

Work around: Manually correct in email.

ETA: in progress

email templates are also currently being looked at by the email working group.

Known issue: Site applications appearing as Eligible without ethics approval – should be Valid.

Work around: Report to helpdesk, then manually change status to Valid.

ETA: in progress

Known issue: Instances of SSA forms not being created after the amendment has been approved. Due to merging function (data migration) there have been instances that the CPI/PI has submitted using one account, then had their accounts merged, so the amendment is approved/processed using the old account details.

Work around: This has only happened in a small number of instances, helpdesk will direct. RO to un-submit amendment form, change CPI/PI details to current account, re-submit to RO to approve.

ETA: in progress

Potential Issue: Tags - one reported instance of tags reappearing, anyone else?

Data Migration

There will be a communications sent out today regarding the ongoing data migration schedule.

QRG's Updates

Ethics Amendment – Completing and Submitting – 1.3 26 June 2019

- Included more detail for amending documents in REGIS for data migrated studies

Processing an Annual Progress Report/Final Report - 1 26 June 2019

- Newly uploaded

HOD updates

Completed once a week (Friday) by the REGIS team.

Requests must be sent to the REGIS inbox and must be in the spreadsheet that was previously used by Leanne. If you are not sure of the spreadsheet please ask Patrick to send you details.

If there are urgent HOD updates the options are:

- Use the functionality currently in the system that allows the Research Office to create the HOD decision in the internal portal.
- Direct the researcher to submit another indication that the HOD supports the study. E.g. an email from the researcher in the related documents section.

Due to upcoming data migration is completed HOD will be completed.

Helpdesk/Research Office

Increase in emails coming to me with technical issues. Technical issues must be logged with the helpdesk. Please don't escalate (cc) me into the first email.

REGIS Decision matrix – who do I contact?

<https://regis.health.nsw.gov.au/media/1402/regis-web-ready-decision-matrix-final.pdf>

Researcher Feedback

Please encourage researchers to use the feedback section on the REGIS website

<https://regis.health.nsw.gov.au/your-feedback/your-feedback/>

Researcher focus group, do you know anyone that would be good to contact?

REGIS Presentation

Presented at the ACI research symposium in June.

Presentation will be uploaded with the handouts.