

Metrocare Services 2024 IRB Full Board Meeting Schedule

IRB submissions (new protocols, renewals, or modifications) MAY require full board review and will be considered for approval at convened meetings of the IRB. To ensure adequate time for review and consideration, submissions should be submitted to the IRB in Cayuse HE by the deadlines below.

Pre-screening by the ACER research office staff may identify revisions required by the investigator. These revisions could delay the full board review. Please plan accordingly. IRB meets every 2nd Tuesday of the month, and submissions are due two full weeks (10-11 business days) before the scheduled IRB meeting, as noted below.

Please note: While we strive to review submissions according to the below schedule, there is always the possibility, albeit rare, that the IRB does not make a quorum. If this occurs, you will be informed ASAP of the delay and the updated date for review.

Submission Deadlines	Metrocare Services IRB Board Meetings
Monday, January 29, 2024	Tuesday, February 13, 2024
Monday, February 26, 2024	Tuesday, March 12, 2024
Monday, March 25, 2024	Tuesday, April 9, 2024
Monday, April 29, 2024	Tuesday, May 14, 2024
Tuesday, May 28, 2024*	Tuesday, June 11, 2024
Monday, June 24, 2024	Tuesday, July 9, 2024
Monday, July 29, 2024	Tuesday, August 13, 2024
Monday, August 26, 2024	Tuesday, September 10, 2024
Monday, September 30, 2024	Tuesday, October 8, 2024
Monday, October 28, 2024	Tuesday, November 12, 2024
Monday, November 25, 2024	Tuesday, December 10, 2024

*Due to a national recognized holiday falling on Monday, submissions will be due the following day Tuesday.

If you have completed IRB with another institution, please make sure all submitted materials related to your approval are included in your Cayuse submission. Missing information can delay the process.

If you have any questions related to the Metrocare Services IRB, contact the ACER Research Office at 214-743-1202 or email us at ACERresearch@metrocareservices.org. Please allow up to 24 hours for a response.