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Re: TOPAZ transition letter

Dear Colleagues,

As many of you are aware, there have been numerous issues with IACUC protocol approval based in large part on challenges associated with the introduction of the TOPAZ Elements software. As a long-term solution we are actively pursuing a new IACUC electronic protocol submission system (not TOPAZ), and are currently evaluating our options. It is hoped that a final decision from that process can be announced shortly.

To remind everyone, the old software from TOPAZ is called Enterprise, while the new software from TOPAZ is called Elements. Because of difficulties encountered in the transition to the Elements software, we have decided to reactivate the Enterprise software platform for as many protocols as possible. Although there are admittedly issues with the Enterprise system, we felt that overall more PI's were familiar with it, and less work would be required to maintain and amend protocols in this software platform as compared to the new Elements software. However, protocols that have been fully converted to Elements will remain active in that database.

To help make this easier for you, protocol number suffixes are being changed to reflect the active database for each protocol as these are being transitioned. Examples: A protocol maintained in the Elements database will appear as "DAR-1002123-ELMNTS-A or N." A protocol maintained in the Enterprise database will appear as "DAR-1002123-ENTRPR-A or N." The "N" or "A" at the end of the suffix distinguishes protocols that either use a species regulated by the USDA - an act species ("A") - and for those that do not involve act species (i.e., non-act species) which are designated with an "N" as outlined by Animal Welfare Act Regulations. If ELMNTS or ENTRPR does not appear in the suffix, the protocol has not been designated to a specific database yet.

Please click on the following link <http://www.iacuc.emory.edu/elements/index.html> to access the following in the left column of the webpage:

- Enterprise
- Elements
- "Where's My Protocol"

If you have questions or need additional guidance please contact the IACUC Office Associate Director (Dr. David Martin), or the Research Protocol Analyst (RPA) assigned to your protocol as noted below.

General Guidelines:

- All currently approved protocols ARE APPROVED. This transition does not affect approval status; it is only for subsequent activity.
- Protocols under active review of any type will continue through the current review process. After approval, protocols will be evaluated for disposition into a final database as appropriate.
- ***New protocol submissions are to be submitted in Enterprise.***
- ***Protocols that have been fully converted to Elements will remain in Elements.***
- Protocols with no changes or only minor amendments in Elements, will be converted back to Enterprise.
- Partially converted protocols with extensive protocol changes in Elements will be evaluated on a case by case basis as to which database. Contact the IACUC Office for assistance in working with these protocols.

IACUC Office Contact Information:

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Sincerely,



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