Providing a point-by-point response to IACUC disposition for a protocol or an amendment:

When your disposition is sent, a yellow box will be on the front page of your protocol or amendment.

Click on “Get Started” and another yellow box will open.

Click on “View Request” and a box will open with a list of questions or revisions requested.

Cut and paste these into a Word document. This is helpful so you can have the revisions open while editing the document. As you make each change to the online form, add text to the Word document with either your actual edit or note that the change was made.
When you “submit your Revisions,” paste the text from your word document in here. Your response will now contain the questions along with your responses.

Example of PI Response:

1. Please clearly state the change proposed in this amendment. As an example: We propose to change the dose of xxxx A from xx mg/kg to xx mg/kg.

   We have added this dose change to our justification under ** Describe and justify the change**

2. It is recommended that you revise the first sentence of the justification. For example: Due to xxxx we encountered with the xxxx, we conferred with collaborators to alter our study design.

   We have revised and added the requested statement under ** Describe and justify the change**

3. Please explain how the dose of xx mg/kg was selected? Have other scientists at the xxxx successfully used this drug in xx at that dose and regimen, confirming safety and efficacy? Is there a published reference using the proposed treatment plan? If not, a pilot experiment to test safety should be performed

   We have revised this section with the following text:
   Our collaborators at xxx conducted a pilot pharmacokinetic study with xxx, dosing them with xx mg/kg and sampling blood at x, x, x and x hr, which provided the original dose. Following the xxxx event, we reviewed published articles for safe dosing and found the following published references.
   PMID xxxxx