Internet Assisted Review (IAR) in eRA Commons

Review Users Group, May 29, 2003

NIH Requirements for IAR

- One UserID/Password
- Single sign-on with eRA Commons
- Support both *affiliated* and *unaffiliated* accounts (> 80% of reviewers are PIs)

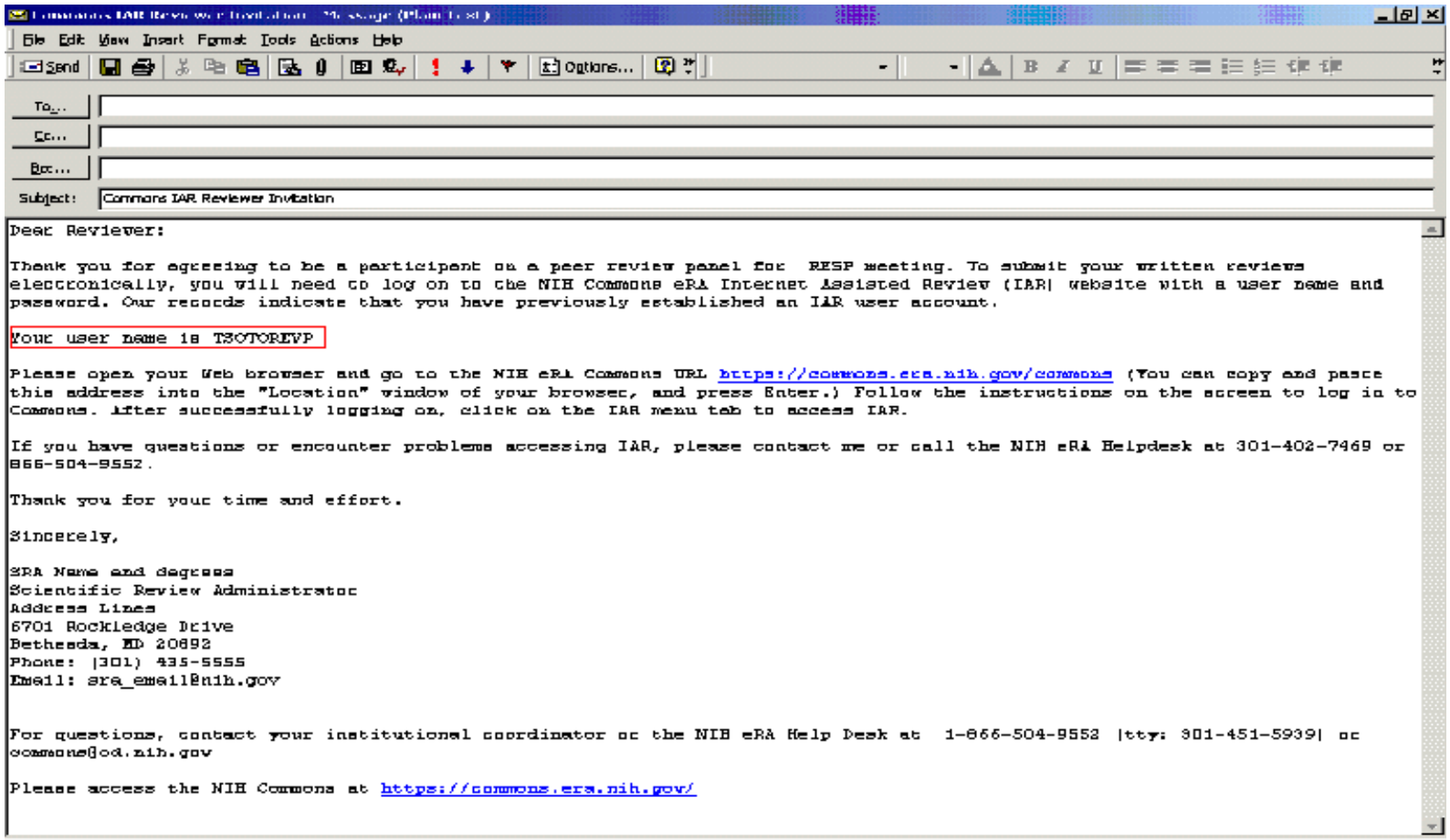
IAR Account Creation Process

- SRA initiates an invitation to a meeting
- If reviewer has an eRA Commons account--

  An invitation to the meeting is sent
- If a reviewer doesn't have an account

  An email containing an account registration URL is sent

Email for Reviewers with eRA Commons Accounts



File Edit View Insert Format Tools Actions Help

Send | Options...

To... | Cc... | Bcc...

Subject: Commons IAR Reviewer Invitation

Dear Reviewer:

Thank you for agreeing to be a participant on a peer review panel for RESP meeting. To submit your written reviews electronically, you will need to log on to the NIH Commons eRA Internet Assisted Review (IAR) website with a user name and password. Our records indicate that you have previously established an IAR user account.

Your user name is TSOTOREVP

Please open your Web browser and go to the NIH eRA Commons URL https://commons.era.nih.gov/commons (You can copy and paste this address into the "Location" window of your browser, and press Enter.) Follow the instructions on the screen to log in to Commons. After successfully logging on, click on the IAR menu tab to access IAR.

If you have questions or encounter problems accessing IAR, please contact me or call the NIH eRA Helpdesk at 301-402-7469 or 866-504-9552.

Thank you for your time and effort.

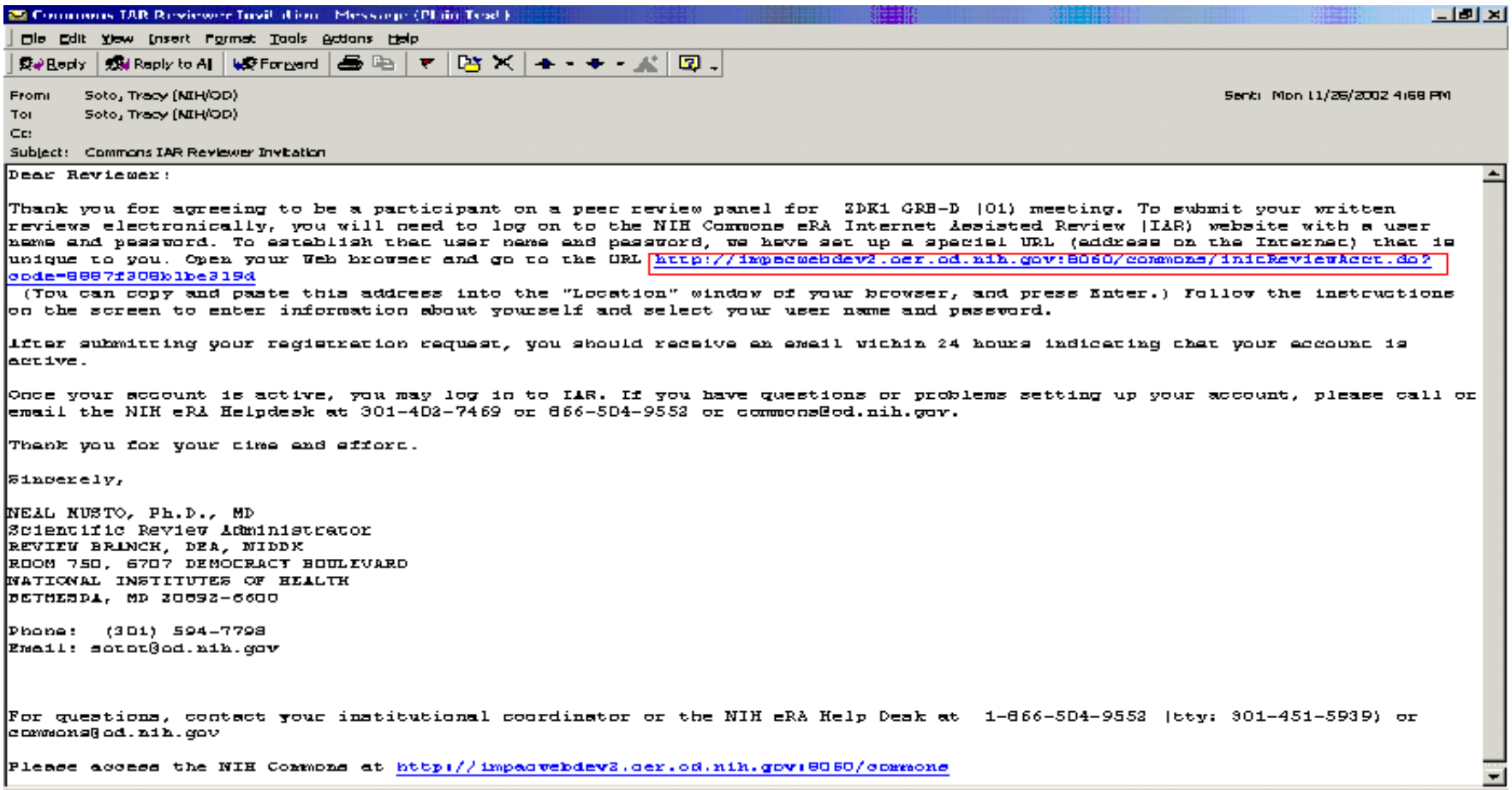
Sincerely,

SRA Name and degrees
Scientific Review Administrator
Address Lines
6701 Rockledge Drive
Bethesda, MD 20892
Phone: (301) 435-5555
Email: sra_email@nih.gov

For questions, contact your institutional coordinator or the NIH eRA Help Desk at 1-866-504-9552 (tty: 301-451-5939) or commons@od.nih.gov

Please access the NIH Commons at https://commons.era.nih.gov/

Email for Reviewers without eRA Commons Accounts



Commons IAR Reviewer Invitation - Message (Plain Text)

File Edit View Insert Format Tools Actions Help

Reply | Reply to All | Forward

From: Soto, Tracy (NIH/OD)
To: Soto, Tracy (NIH/OD)
Cc:
Subject: Commons IAR Reviewer Invitation

Sent: Mon 11/25/2002 4:58 PM

Dear Reviewer:

Thank you for agreeing to be a participant on a peer review panel for ZDK1 GRB-D (01) meeting. To submit your written reviews electronically, you will need to log on to the NIH Commons eRA Internet Assisted Review (IAR) website with a user name and password. To establish that user name and password, we have set up a special URL (address on the Internet) that is unique to you. Open your Web browser and go to the URL http://impacwebdev2.cer.od.nih.gov:8060/commons/initReviewAcct.do?code=8887f308b1be319d
(You can copy and paste this address into the "Location" window of your browser, and press Enter.) Follow the instructions on the screen to enter information about yourself and select your user name and password.

After submitting your registration request, you should receive an email within 24 hours indicating that your account is active.

Once your account is active, you may log in to IAR. If you have questions or problems setting up your account, please call or email the NIH eRA Helpdesk at 301-402-7469 or 866-504-9552 or commons@od.nih.gov.

Thank you for your time and effort.

Sincerely,

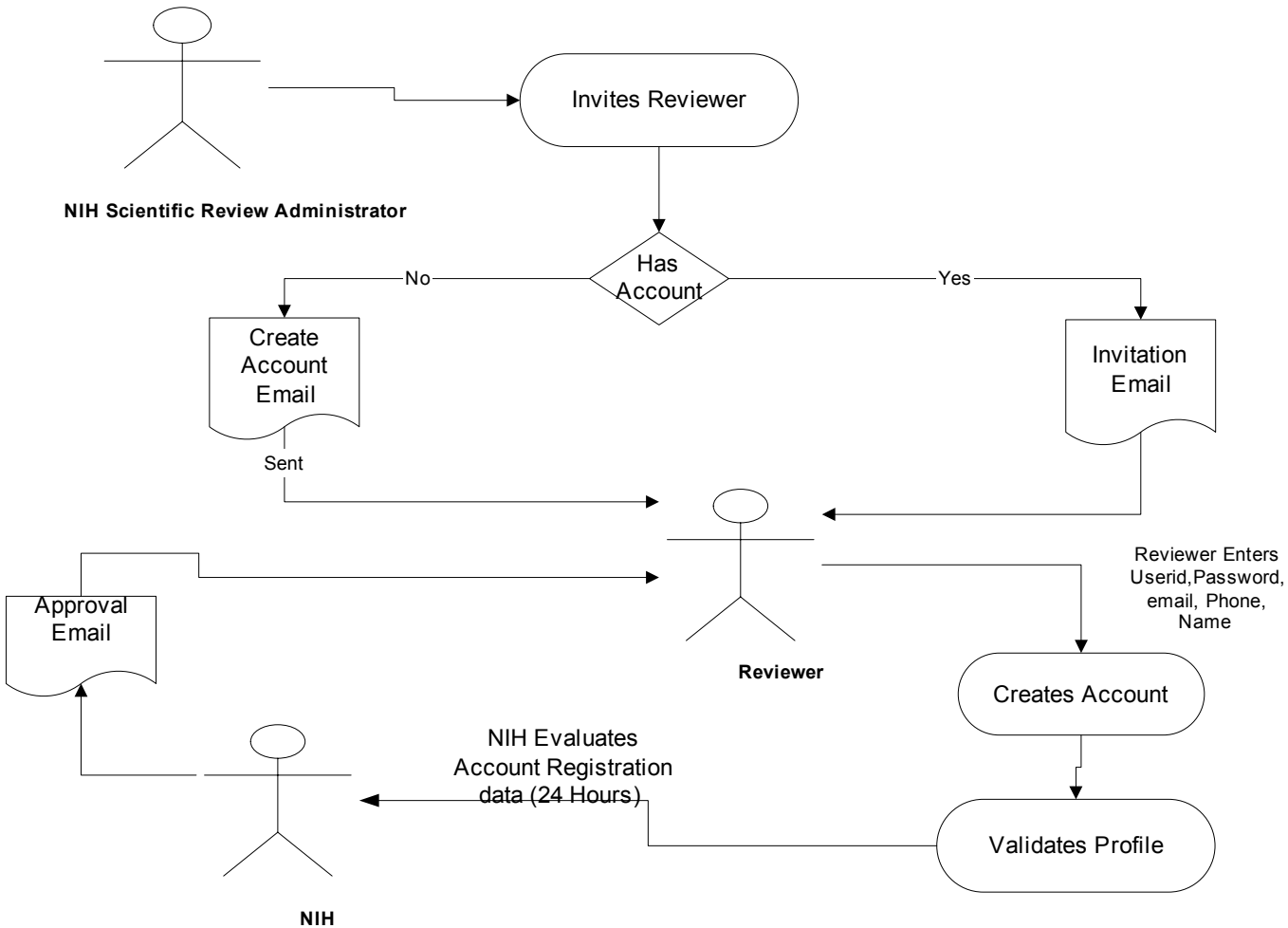
NEAL NUSTO, Ph.D., MD
Scientific Review Administrator
REVIEW BRANCH, DEA, NIDDK
ROOM 750, 6707 DEMOCRACY BOULEVARD
NATIONAL INSTITUTES OF HEALTH
BETHESDA, MD 20892-6600

Phone: (301) 594-7798
Email: sotot@od.nih.gov

For questions, contact your institutional coordinator or the NIH eRA Help Desk at 1-866-504-9552 (tty: 301-451-5939) or commons@od.nih.gov

Please access the NIH Commons at http://impacwebdev2.cer.od.nih.gov:8060/commons

IAR Account Registration



How This Affects Institution Administrators (SO, AO, AA)?

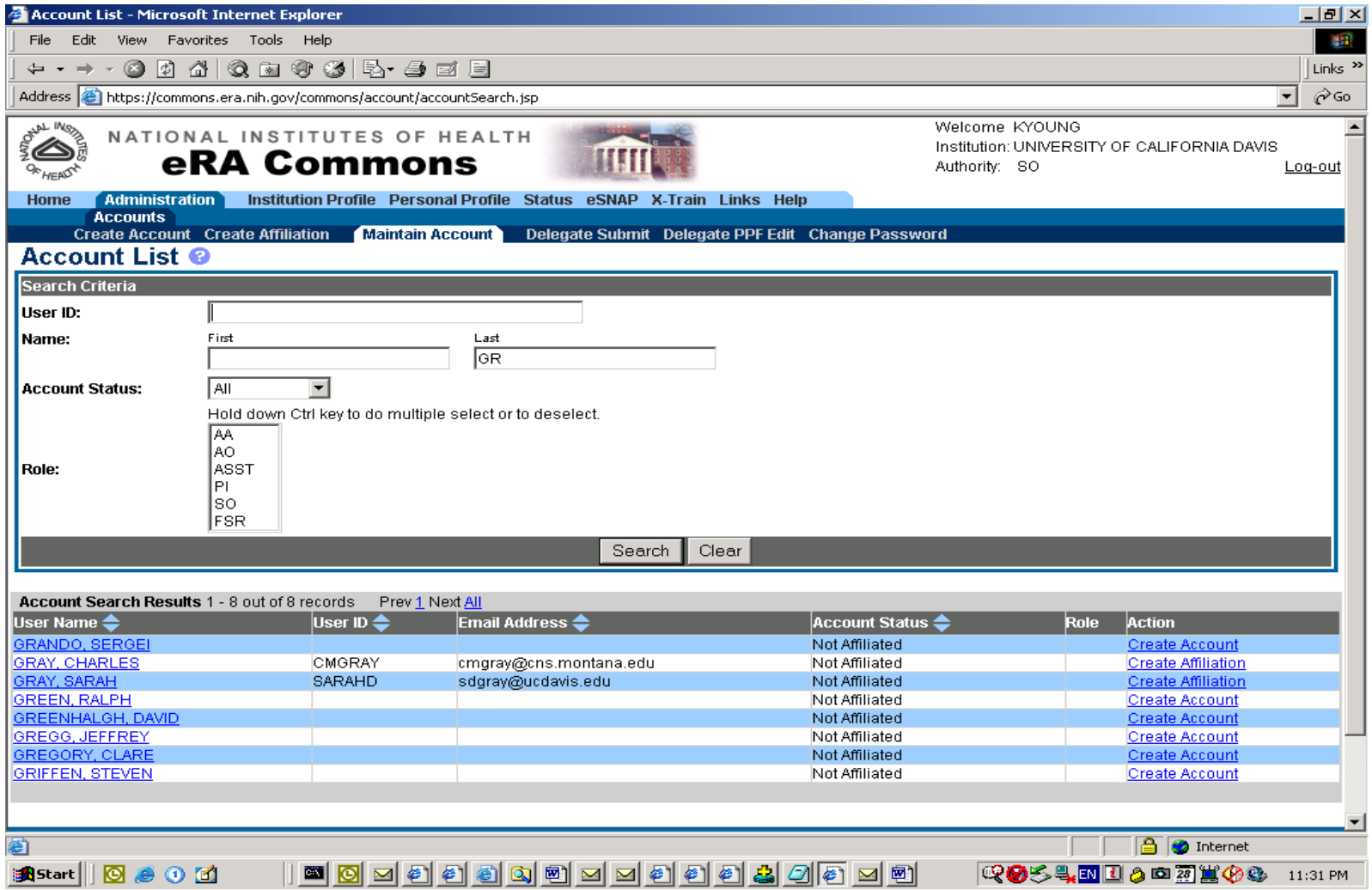
- Two states of an IAR account:
  - *Affiliated* with an institution
  - *Unaffiliated* with an institution
- Institution administrators manage these states by:
  - Create the initial accounts in eRA Commons or affiliate reviewers to their institution
  - Remove institution affiliation through Delete Account (IAR accounts are not deleted)

Affiliated Reviewer

Process for Affiliating Reviewers Accounts

- Requires eRA Commons UserID and email
- Select affiliation link in Maintain Accounts

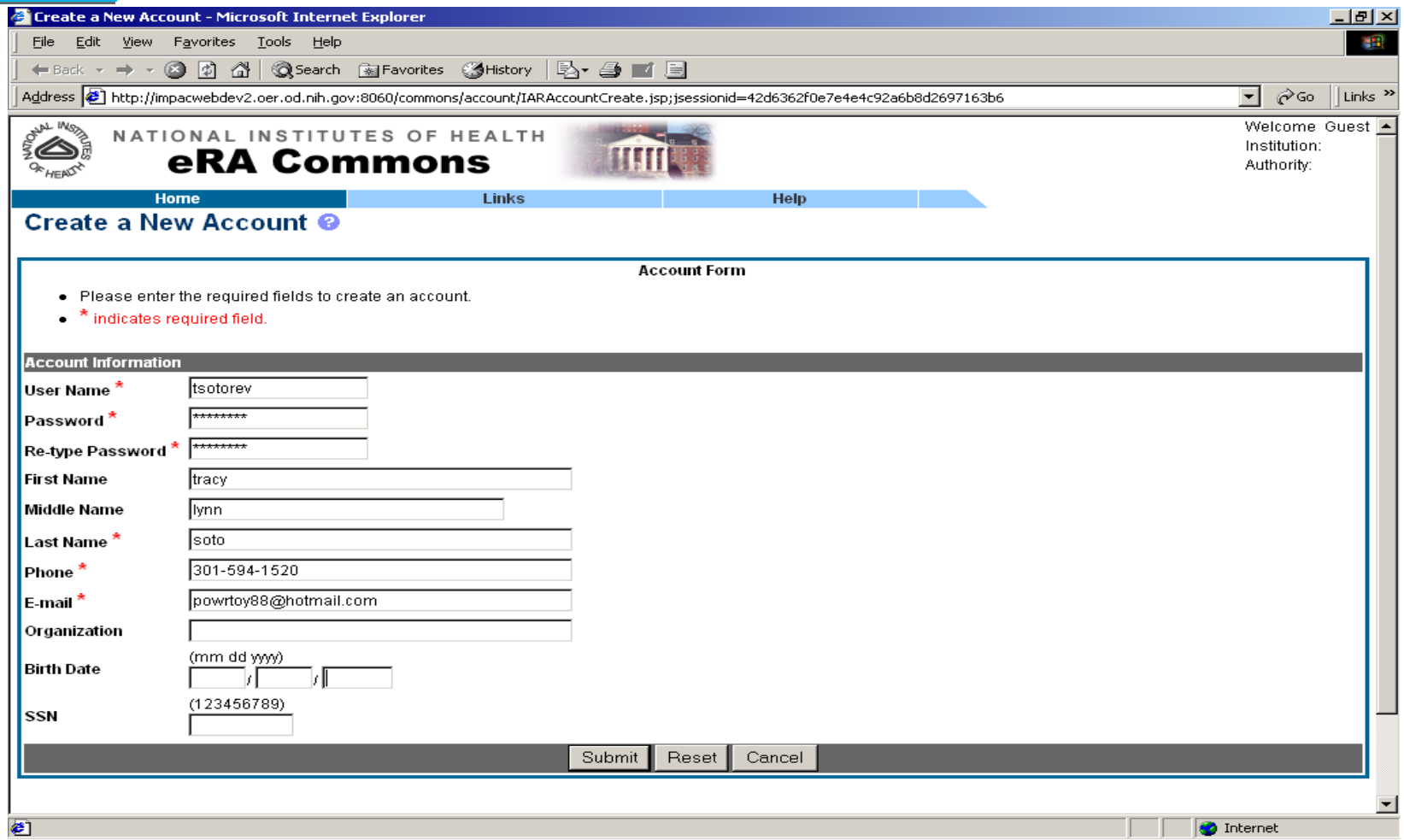
Maintain Accounts



July Changes

Control Center - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites History
Address https://commons.era.nih.gov/iar/controlcenter/controlCenterView.jsp
Go Links
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
National Institutes of Health
INTERNET ASSISTED REVIEW
Welcome tsotoncaa
Institution: U.S. NATIONAL INSTITUTES OF HEALTH
Authority: NCAA
Log-out
Home Administration Institution Profile Personal Profile IAR Links Help
Control Center
Back to List of Meetings View List of Applications
Checked Reviewer(s) Options
(E) Enable for this Meeting, send e-mail with registration URL -OR- if already registered send User Name and IAR Login URL ("Y" in E column indicates e-mail sent)
(B) Block from reading other critiques if Reviewer(s) did not submit their own ("Y" in B column indicates Blocked)
(E) Disable, revoke Reviewer access to this Meeting ("N" in E column indicates disabled)
(B) Unblock from reading other critiques if Reviewer (s) did not submit their own ("N" in B column indicates Unblocked)
IAR Phases and Options [Edit]
SUBMIT Phase End 06/25/2003 11:00 PM
READ Phase End 06/30/2003 08:00 AM
EDIT Phase End
Assignment Purge Date
Closure Date
Allow Unassigned During SUBMIT Yes
Allow Unassigned During EDIT Yes
Reviewers in the 2003/10 ZRG1 SRB (51) (R) Meeting
Select All/None
Reviewer Name
E-Mail
User Name
Active Account
In Roster
E
B
Alderson, Philip poa1@columbia.edu ALDERSON Y Yes Y Y
BANSAL, NAVIN nbansal@iupui.edu NBANSAL Y Yes Y Y
Bolinger, Lizann lizann.bolinger@nrc-cnrc.gc.ca BOLINGERL Y Yes Y Y
BOTTOMLEY, PAUL bottoml@mri.jhu.edu N Yes Y Y
BOUMA, BRETT bouma@helix.mgh.harvard.edu BBOUMA Y Yes Y Y
BURNS, ALAN aburns@sandia.gov ABURNS Y Yes Y Y
CONSTABLE, R. todd.constable@yale.edu N Yes Y Y
DELP, SCOTT (Phone) delp@stanford.edu N Yes Y Y
DILSIZIAN, VASKEN vdilsizian@umm.edu N Yes Y Y
Ellis, Bonnie ellisb@csr.nih.gov N Yes
FABIANI, MONICA mfabiani@uiuc.edu MFABIANI Y Yes Y Y
FAUPEL, MARK mfaupel@spectrx.com MARK FAUPEL Y Yes Y Y
FOWLKES, J. fowlkes@umich.edu N Yes Y Y
GEFTER, WARREN (Phone) gefter@rad.upenn.edu N Yes Y Y
HE, BIN BHE@UIC.EDU N Yes Y Y
HIBBARD, LYN lyn@cms-stl.com LYNHIBBARD Y Yes Y Y
IZATT, JOSEPH jizatt@duke.edu N Yes Y Y
Internet

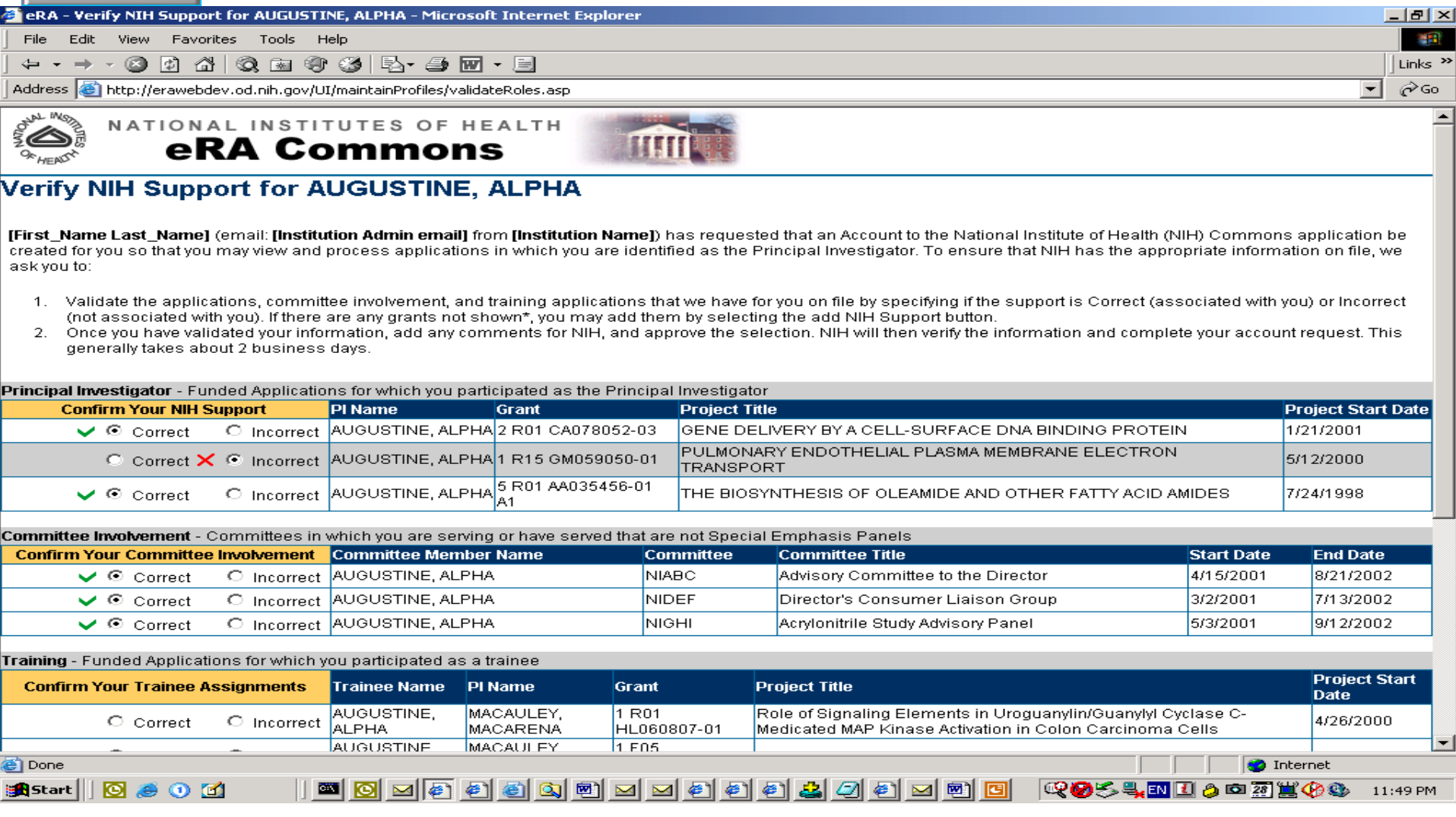
Create Account Page



Process Being Deployed in July

- Following Create Account, we match on:
  - SSN
  - Phone, last name, first initial, IPF
  - Email, last name, first initial, IPF
  - Birthdate, last name, first initial, IPF
- Match is on profile and all role records
- Return all matching profiles
- Have reviewer validate role information (awarded grants, non-SEP committees, and training rrants)
- NIH still validates and approves UserID request

Validation Page



We Hope This…

- Improves Data Accuracy
  (20% duplicate profiles)
- Reduces time to validate and approve accounts
- Allows PI to let us know if profile is not 100% accurate through application