# **Review Users Group**

03/26/2004 1:00–3:00 pm

- Opening and Introductions Dr. Eileen Bradley
- Peer Review Update Mark Siegert
- IAR Update Tracy Soto & Daniel Fox
- Knowledge Management Dr. Arthur Petrosian

#### Peer Review Update – Mark Siegert

#### Defects

- Correct the problem of importing a meeting roster into a workgroup.
- Preview Percentiles function creates a temporary status for the applications in the meeting that briefly shows the results of the meeting, i.e., Scored, Unscored, NRFC. This status is reverted back to Pending IRG Review after the preview percentiles are created, but the temporary scoring result is kept to show to the PI using Commons in a "Status History" table. A correction will be in place to prevent the PI from knowing the results of the review until the scores are officially released.

#### Enhancements

- Change the "New Round" function in the Percentile Base Administration screen so that R01 is added as an activity code to be used for the Fellowship study-section bases.
- Change the functionality of the percentile Application Administration screen so that only designated users in CSR will be able to change which activity codes receive a percentile regardless of the IC. Also doing away with the "shadow" or "private" percentiles. These were decisions made by EPMC.
- Changing the Summary Statement upload procedure to J2EE and adding the functionality to the Web version of Peer Review. Security of the summary statement file is the main issue in making this change.

## **Usage Statistics**

- Reviewers with Active Commons Accounts: 8,321
- Meetings in IAR by Council (excluding purged):

238	2004/01
474	2004/05
6	2004/08
6	2004/10

- Critiques Uploaded (excluding purged): 54,231
- Preliminary Summary Statements Created in IAR (excluding purged): 21,604

 Number of meetings in IAR by IC (excluding purged):

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CSR	507
NIDDK	35
NINDS	32
NCI	21
NIAID	21
NIAMS	15
NIGMS	13
NINR	12
NCRR	11
NIMH	9
NIDCD	7
NIAAA	6
NIDA	5
NHLBI	3
NLM	3
NIBIB	3
AHRQ	1
NICHD	1
NCMHD	1
NCBDD	1

#### Helpdesk Support and Data Quality/Accounts Activation

- Helpdesk Support
  - Adding 3 new staff
  - Adding 1 hour to daily coverage (7 a.m.-8 p.m.)
  - Adding 6 hours (2 staff) for Saturdays (10 a.m.-4 p.m.)
  - Evaluating Sunday and holiday hours
- Data Quality/Accounts Activation
  - Triage account requests
    - » One government person dedicated to activating "simple" account requests (single profile, all information correct) within 2 days
    - » More difficult requests go to contractor for clean-up, collapse, etc.
  - This approach has reduced backlog from almost 400 requests to less than 75.

- IAR Focus Group has met twice to prioritize and clarify enhancement requests. List of Enhancements can be found on the eRA Web site under Peer Review, IAR business area <u>http://era.nih.gov/Docs/IAR\_Requirements\_02-26-04.pdf</u>
- Virus Scanning
  - Implemented short-term solution 3/22/04 "On-access" scanning. This process scans and cleans critiques before converting to PDF or creating preliminary summary statements.
  - Long-term solution will include scanning on submission with immediate feedback to user if virus is found.
- Improvements to Reviewer Create Account have been made. Help document of Reviewer's create account procedures posted on Commons Support Page <u>http://era.nih.gov/commons/index.cfm</u> Additional improvements being evaluated.
- Improvements to Commons Login are planned (for *Provisional* accounts).
- Improvements to Reviewers Enable emails are planned (2 new emails for *Provisional status*). These new emails are posted with IAR Focus Group minutes.
  <u>http://era.nih.gov/Docs/Commons\_email\_messages\_2\_new\_reviewer\_emails.pdf</u>

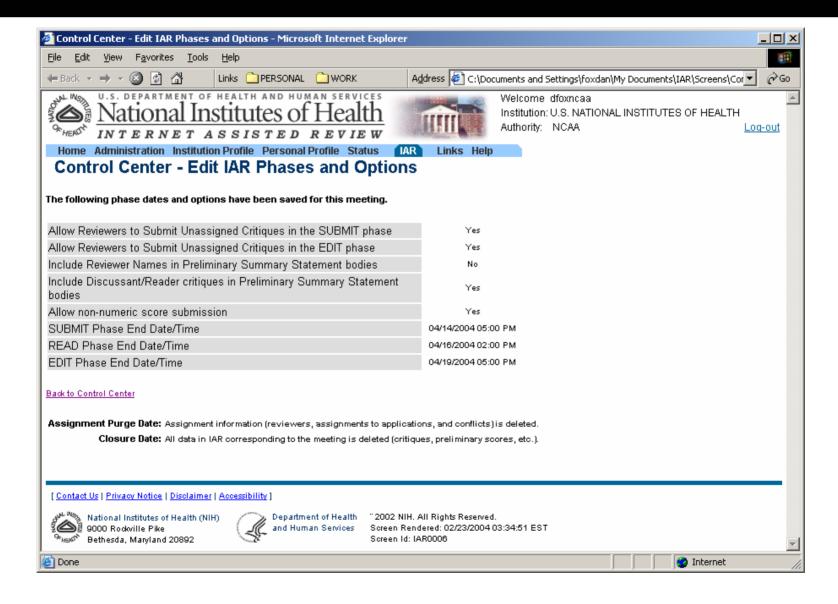
Major New Enhancements Planned and Improved Screens

- Implement Cluster Security Allow search for any meeting within Cluster
- Manage Meeting Materials A feature to allow SRA/GTA to upload documents or provide URLs for materials relevant to the meeting. These materials would be made available to Reviewers using IAR for the meeting.
  - Send input to Daniel Fox (<u>foxdan@od.nih.gov</u>) regarding the type (Word documents, pdf, etc.) and size of files that you want to be able to share on-line with your Reviewers.
- Export Score Matrix to Excel
- Turn off Reviewer's ability to submit non-numeric scores
- Allow SRA/GTA to submit unassigned critiques

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		CARRUTHERS, Vern (Phone)	vcarruth@jhsph.edu			Yes	ΥY			
(B) Block from reading other critiques if Reviewer(s) did not submit their own ("Y" in B column indicates		Chang, Kwang-Poo (Phone)	changk@mail.finchcms.edu	KWANGPOOCHANG	Active	Yes	ΥY			
Blocked)		Chaudhuri, Minu (Phone)	MCHAUDHURI@MMC.EDU	MCHAUDHURI	Active	Yes	ΥY			
		PEEBLES, CRAIG (Phone)	CPEEBLES@VMS.CIS.PITT.EDU	CPEEBLES	Active	Yes	ΥY			
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(B) Unblock from reading other critiques if Reviewer		RODRIGUEZ-DEL VALLE, NURI (Phone)	nrodriguez@rcm.upr.edu	NURI RODRIGUEZ	Active	Yes	ΥY			
(s) did not submit their own ("N" in B column indicates Unblocked)		Upton, Steve (Phone)	coccidia@ksu.edu			Yes	ΥY			
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1 F31 NS049800-01	BRUKMAN, ALLA		1.9	2.0 1	.8		
1 F32 GM072237-01	BUSSER, BRIAN W [C]		2.7	3.0 3	.0 2	2.0	
1 F32 HL078397-01	CAMPISI, JAY		1.8	2.0 1	.5		
1 F32 Al062030-01	CASTILLO, JONATHAN P [C]		1.5	1.5			
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