



Linking Protocols (IRB, IACUC, Biosafety)

MN-GEMS is integrated with ETHOS and eProtocol, allowing MN-GEMS to pull protocol information directly into a Funding Proposal or Award in an editable state (e.g., draft or clarification requested). The interface to link protocols is found on the Compliance Review page on both the Funding Proposal and Award creation SmartForms. on both the Funding Proposal and Award creation SmartForms.

Note:

You must first add the funding proposal to the IRB, IACUC, or Biosafety protocol in ETHOS or eProtocol for it to display in MN-GEMS.

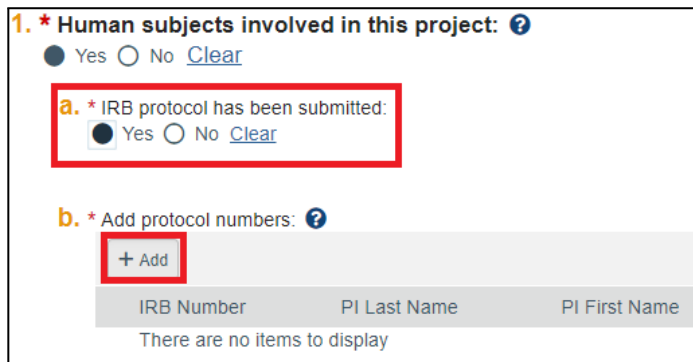
- Guidance on how to complete these steps in ETHOS can be [found here](#).
- Guidance on how to complete these steps in eProtocol can be found [here](#). For more information, visit the [IACUC webpage](#).

Note:

MN-GEMS will only automatically display protocols which name the same protocol PI as the MN-GEMS PI. See instructions below for how to record a protocol where the names are not the same across the two systems.

Follow the steps below to link an approved protocol (screenshots show the IRB question, however the interface is identical for all 3 protocol types):

1. Navigate to the **Compliance Review** page. Select **Yes** on Question 1a. (for IRB), 2a. (for IACUC), or 3a. (for IBC) to open the protocol linking tool. Click **+Add** to open the protocol search box.
2. Search for a protocol by either typing the protocol ID directly into the text field or selecting the ellipses (“...”) next to the text field to open a more detailed search window.



1. * Human subjects involved in this project: ?

☒ Yes ☐ No [Clear](#)

a. * IRB protocol has been submitted:

☒ Yes ☐ No [Clear](#)

b. * Add protocol numbers: ?

[+ Add](#)

IRB Number	PI Last Name	PI First Name
There are no items to display		

3. If the protocol is not found in the search, you may check the box next to “Cannot find protocol(s) for this project.” This will open a text box where the Protocol ID can be entered.
4. For SF424 submissions, question 3 must be checked “yes” for only 1 protocol.

Add IRB Protocol Selection

- * Find protocol:** 
 
- Cannot find protocol(s) for this proposal:** ☐
- * Is this the primary IRB protocol number?** 
☐ Yes ☒ No [Clear](#)