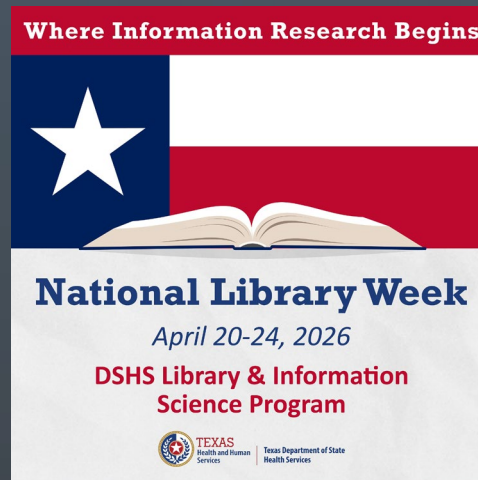
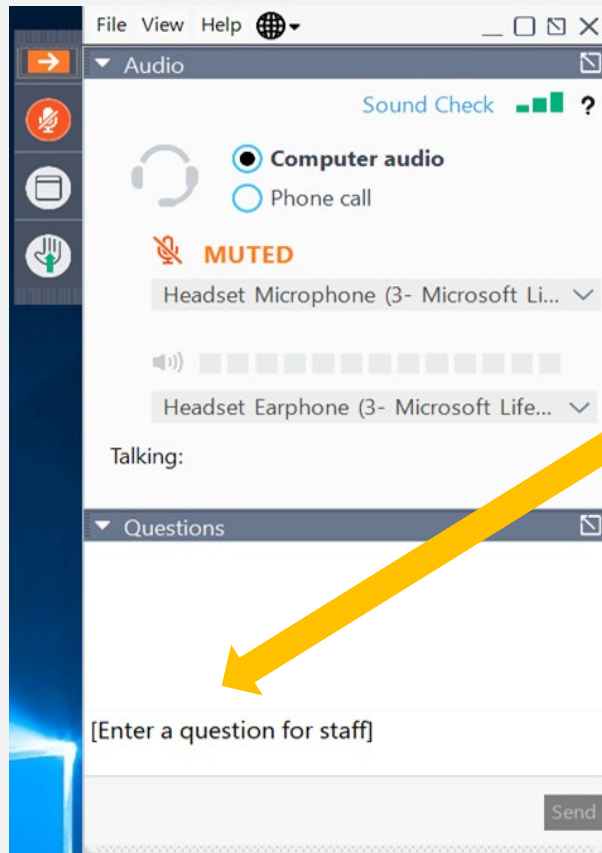


DSHS IRB

What It Is & How It Works



GoToWebinar Attendee Participation



- Open and hide your control panel using the orange arrow.
- Submit questions and comments using the Questions box.
- If you are having technical difficulties, call GoToWebinar at 1-800-263-6317.
- After the webinar has ended, a survey will automatically open.
- 1 hour after the webinar is over you will receive an e-mail with a link to the recording and the certificate.

DSHS IRB

What It Is & How It Works



Precious Ohemeng
DSHS IRB Administrator



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National Library Week 2026

Agenda

IRB Overview

DSHS IRB Research Procedures

DSHS IRB OneAegis System

Other IRB Policies

IRB Resources



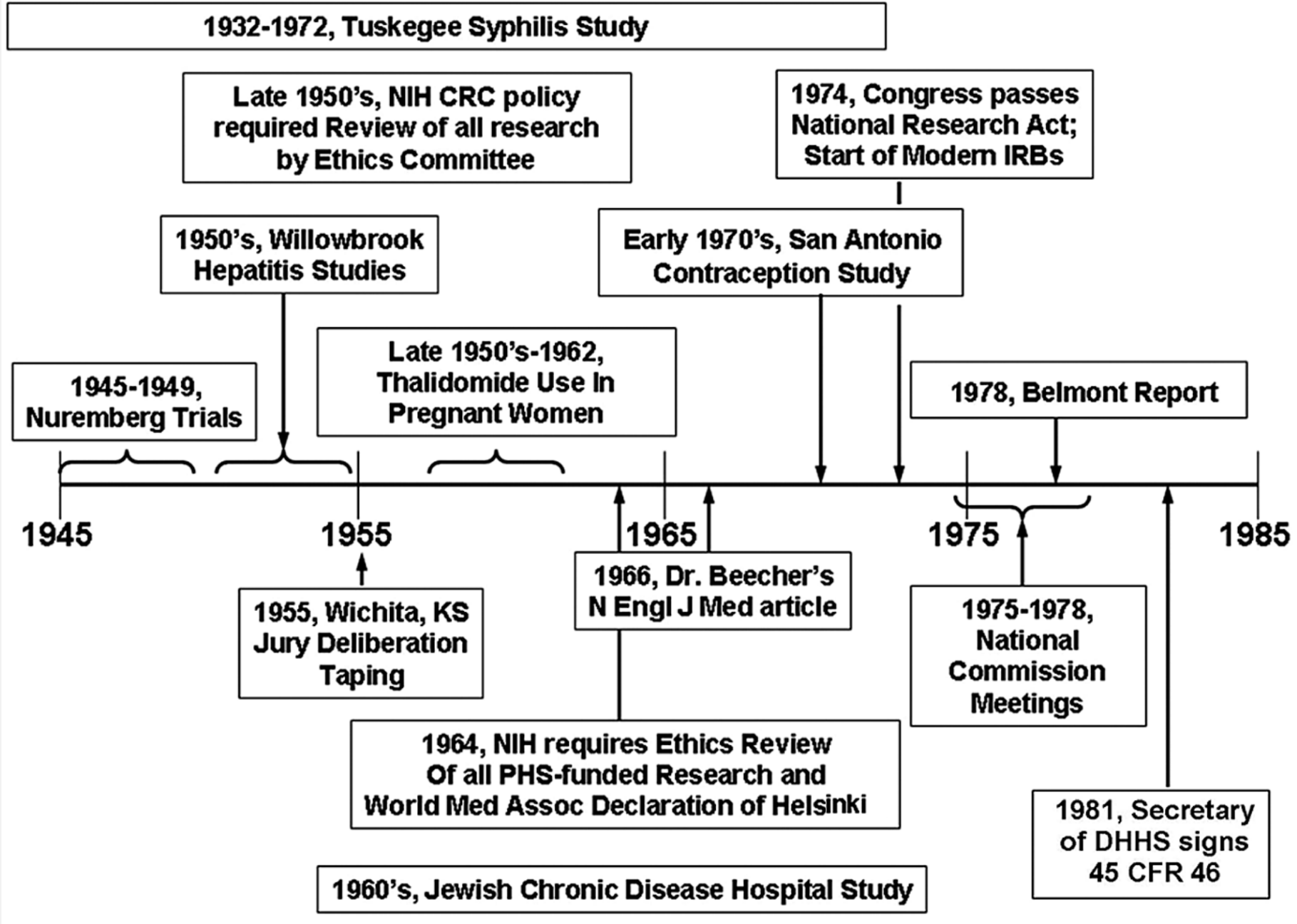
IRB Overview



Ethical Breaches in Research



Tuskegee Syphilis Study



Institutional Review Board Responsibilities

- 1 Research review
- 2 Assess risk
- 3 Selection of subjects is fair and equitable
- 4 Participation is voluntary
- 5 Monitoring data
- 6 Ensuring privacy and confidentiality



DSHS IRB Overview



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Institutional Review Board

DSHS IRB#1

- Administered by Center for Public Health Policy and Practice
- Social, behavioral, educational, and health science research

HHSC IRB#2

- Administered by HHSC
- Mental health, intellectual disability, and substance abuse research



DSHS Institutional Review Board (IRB)

Purpose



Provides oversight of proposed human subjects research



Ensures the protection of the rights, privacy, and welfare of human subjects involved in such research.

DSHS IRB Function

The DSHS IRB serves in three capacities:

- 1 IRB for Human Subject Protection (Research)**
- 2 Committee for Requests on Personal Data (CORPD) (Vital Event Data)**
- 3 Scientific Review Panel (Hospital Data)**



DSHS IRB #1 History

May 11, 1994

Meeting since at least May 11, 1994

Feb. 26, 2001

Texas Department of Health memo “all research on human subjects initiated or sponsored by TDH, regardless of funding source, shall be submitted to the TDH IRB for review, unless exempt under federal regulations.

May 20, 2005

IRB #1 and IRB#2 were registered with OHRP.



IRB Operations

- ~309 active protocols/studies
- 45 initial (new) applications in 2025
- 77 renewals in 2025
- 189 amendments in 2025
- We have 85-180 forms (program reviewer forms and applications) in development at any time.

Table 1: Number of IRB Applications by Program

Program	Count
Texas Cancer Registry (TCR)	109
Vital Statistics Section	62
CHS Vital Event Data Management	59
Texas Health Care Information Council (THCIC)	41
CHS Data Linking	39
Birth Defects Epidemiology & Surveillance (BDES)	34
Public Health Laboratory (Lab) & Newborn Screening	14
HHSC Women, Infants, and Children (WIC)	9
Texas Center for Infectious Diseases (TCID)	7
HHSC Medicaid and Chip Services (MCS)	3



Research at DSHS



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What is Research?



“Research means a systematic investigation, including research development, testing, and evaluation, designed to develop or contribute to generalizable knowledge” 45 CFR 46



Public health surveillance is not research under 45 CFR 46

How Does Research Happen?



**Extension
of daily
DSHS duties**



**Additional
duties as
assigned**



**University
research
project**



**Consulting on
an externally-
driven research
project**

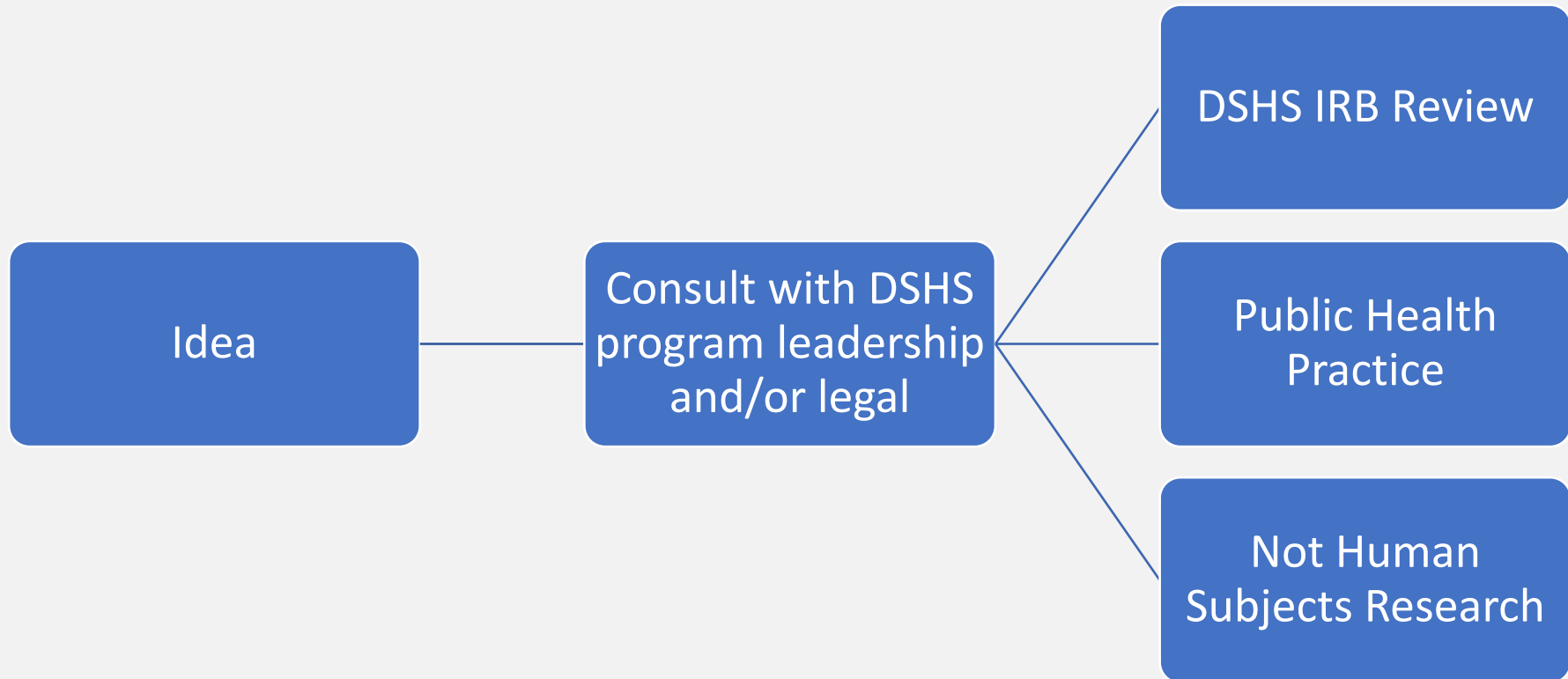


**Research
projects
involving
DSHS data or
biospecimens**



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Pathway for DSHS Employee Research



Does my project require IRB review?

Seek guidance from the program from which you are requesting the release of information or biospecimens



Generally, the IRB reviews requests for the release of:

DSHS identifiable or potentially identifiable information

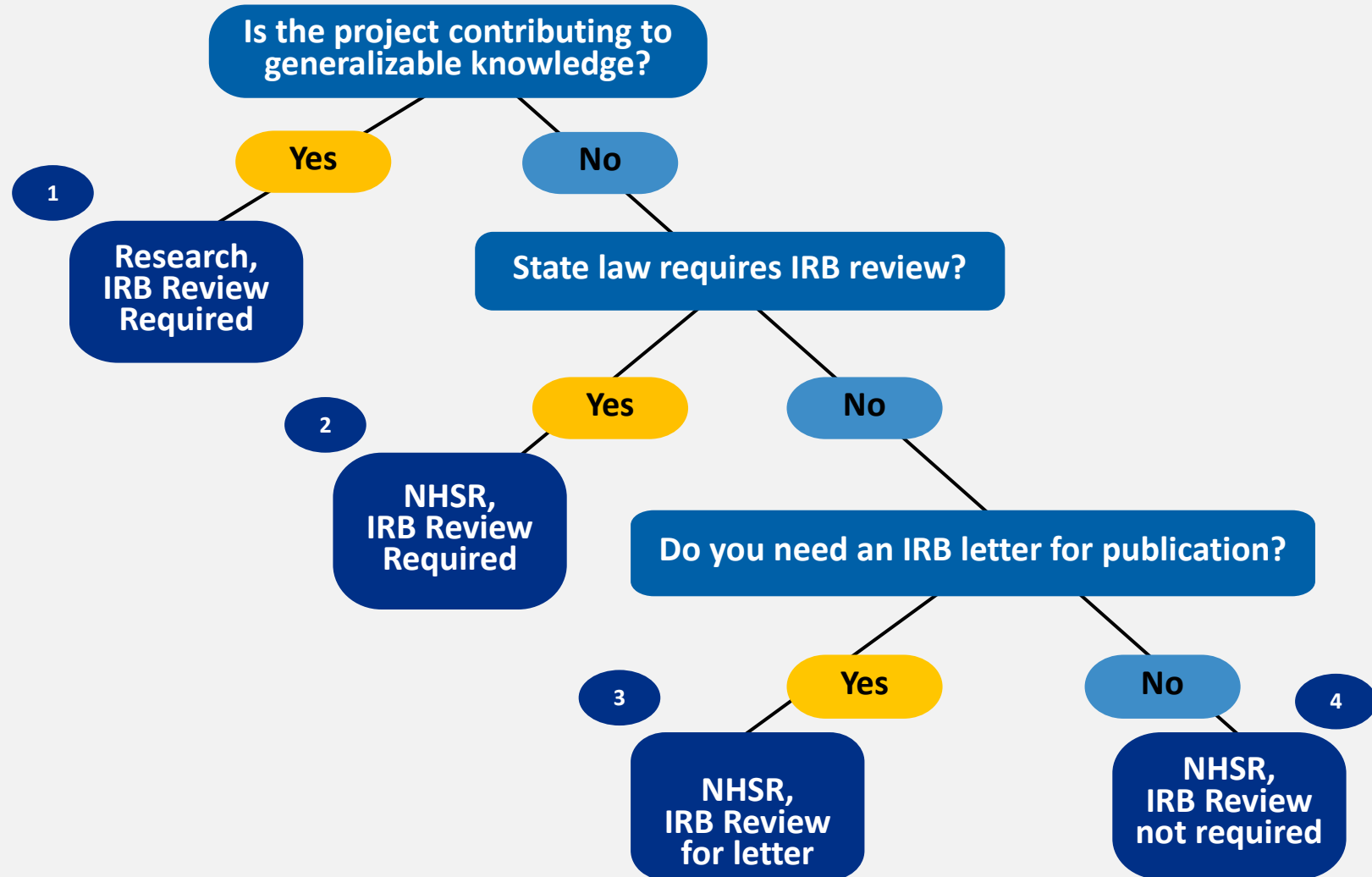
Laboratory biospecimens

Legally discretionary personal information

When contact with human subjects is proposed



Research Review Paths



DSHS Datasets that Require IRB Review

- 1 Texas Health Information Collection (THCIC) Research Data
- 2 Vital Event Data
- 3 Newborn Screening Bloodspots
- 4 Texas Cancer Registry Data
- 5 Texas Birth Defects Registry
- 6 Sickle Cell Disease Registry
- 7 Other patient medical records housed by DSHS



DSHS IRB Review Process



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Who is Involved in the Review Process

- 1 DSHS program that owns the data
- 2 DSHS IRB
- 3 DSHS Research Executive Steering Committee
- 4 Other (Contracts Management Section, Legal)



Membership and Composition



Chairperson: Dr. Stephen Pont



Vice Chairperson: Dr. Christopher Webb



Members include DSHS staff, HHSC staff and external stakeholders.



Research Executive Steering Committee (R-ESC)

- 1 Agency Executive Review
- 2 Public Health Purpose
- 3 DSHS Commissioner Delegated
- 4 Meets Monthly



DSHS IRB Process



DSHS IRB Review Process



DSHS IRB OneAegis System



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DSHS IRB OneAegis System

- All IRB submissions are processed online as of March 1, 2024
 - <https://dshsirb.oneaegis.com/>
- ~250 active users
- Complete integration of all IRB review processes
 - Renewal reminder emails
 - Emails to request application revisions
 - Approval letters
 - Setting IRB meeting agendas
 - Document Management



DSHS IRB OneAegis System

- DSHS IRB System
- Accessed through the HHS IAMOnline single sign-on system
 - Access managed by IT with approval by your supervisor or organizational approver (for non-HHS researchers)
 - All research team members who interact with the system will require IAMOnline registration
- Non-HHS researchers are required to create organizational and individual IAMOnline accounts before requesting access to the IRB System
- If you have trouble with your IAMOnline account, please contact the IAMOnline Help Desk phone at 855-435-7181 (toll free) or 512-438-4720.













DSHS IRB OneAegis System

My Apps

Sort ▾

My Applications

 Forms	 Manage My Access	 Access Requests	 PEBLES Inquiry	 Archer GRC	 Authorized Help Guide
 Request Application Access	 IRB OneAegis	 Axon Data Governance	 CAPPS HCM Portal		



Texas Department of State Health Services

OneAegis Dashboard

The screenshot shows the OneAegis Dashboard interface. At the top, there is a navigation bar with a "Home" tab and user profile icons. Below the navigation bar, the main content area is titled "My Projects". It features two summary cards: "3 Projects" with a bar chart icon and "2 xForms" with a document icon. Below these cards are three buttons: "Export to Excel", "Initial Submission Form", and "Start Other xForm". The main content area is divided into three columns, each displaying a project card. The first card, titled "2023-001-DFT", is circled in red. It is labeled "New from PI" and describes an "Investigation into Gestational Diabetes". The second card, titled "2023-033-DFT", is also labeled "New from PI" and describes "An Estimate of Excess Mortality in 2020 and 2021 Among Texas Populations". The third card, titled "2023-034-DFT", is labeled "New from PI" and describes "Testing the Chair Review". To the right of the project cards is a "Notices" section with a megaphone icon.



Project Details

Project 2023-001-DFT (IRB)

Project: 2023-001 **Sponsor(s):**
Committee: DSHS IRB #1 **Sponsor Id:**
Title: Investigation into Gestational Diabetes **Year:** 2023
Expedited Category: **PI Organization:**
Programs: Texas Cancer Registry (TCR), CHS Data Linking

Project-Site **Programs Associated with the Study**

Site(s): DFT - Default Site **PI:** Researcher, Test
Status: New from PI **Additional:** N
Approval: **Expiration:**
Initial Approval: **Other Expirations:**
Determination Date: 08/23/2023

Project-Site Contacts (3)

Name	Role
Dezendorf, Courtney	Co-Investigator
Khokhlov, Crystalanya	Program Contact
Samson, Ari	Program Contact

Events (1)

Event	Att	Instance/UDF	Start	Complete
Initial Submission	3		07/21/2023	

Actions: Send EMail, Start xForm, xForms (0), Done

Recent Items: 2023-001-DFT, 2023-033-DFT, Test 23-500-UTHSC-SA

My Docs & xForms: 0 Attachments, 3 xForms

Program Contacts

XForms

Copyright ©2000-2023 Tech Software. All Rights Reserved.
2023.4.7149.0/Release/0d611cd | GCWAWS1 | 2023-08-30 13:21:22Z | 0.680s
Powered By IRBManager



Event Details

Home
Find Project (Ctrl+Q)

Event Details: Initial Submission on 2023-033-DFT
Help Test's Settings Sign off

Actions

Attachments (2)

Send EMail

Start xForm

xForms (1)

Done

Recent Items

2023-033-DFT

2023-001-DFT

Test 23-500-UTHSC-SA

My Docs & xForms

0 Attachments

3 xForms

Project-Site

Project: 2023-033-DFT	Site: DFT - Default Site
Title: An Estimate of Excess Mortality in 2020 and 2021 Among Texas Populations	Committee: DSHS IRB #1
PI: Researcher, Test	Sponsor Id

Event

Type: Initial Submission	Started: 08/28/2023
Instance:	Completed:
Committee: Inherited from Study	
Review Type:	
Tags:	

▼ Emails (4) collapse


Subject	Date	Del	To/From
TX DSHS IRB Application Modifications Required	About an hour ago		[Redacted]
DSHS IRB Requested Revisions to Initial Application IRB #2023-033	22 hours ago		[Redacted]
DSHS IRB Requested Revisions to Initial Application IRB #2023-033	Tuesday at 10:15 AM ET		[Redacted]
DSHS IRB Requested Revisions to Initial Application IRB #2023-033	Monday at 5:15 PM ET		[Redacted]

Steps (8) Hide Skipped

Step	Planned	Actual	Complete
Received by Program		08/30/2023	Yes
Submission Received by IRB Office		08/29/2023	Yes
IRB Administrator Review		08/29/2023	Yes
Assign for Full Board Review	08/30/2023		No
Send for ESC Review			No



Initial Submission Form

 Collaborators Study Information Page 1 of 8 Next

Application Form -- Study Information

Creator View Audit
Webb, Christopher PhD

Principal Investigator Information View Audit

Enter Principal Investigator's Email *(Required)*


If the email address is not found, use this form to add the team member to the DSHS IRB system.
[Create New Contact](#)

Are you submitting this application as a student? *(Required)*
 Yes
 No

Principal Investigator Organization *(Required)*

Organizational Division *(Required)*

PI Human Subjects Protection Training View Audit

Expiration Date for Training Certification *(Required)*
Per DSHS IRB rules, the IRB will not accept training certificates that exceed three years from the issuance date. If you have any questions about the appropriateness of a training certificate please refer to the [IRB FAQ page](#) or contact the IRB administrator.
 

Training Certificate *(Required)*



Initial Application Components

- Study Information
- Data and Biospecimens
- Research Design and Statistical Analysis
- Information Storage and Security
- Informed Consent and Recruitment
- Personnel
- Attachments
 - Program Request Form
 - Conflicts of Interest
 - Home IRB Approval Letter
- Acknowledgements
- Signature



Other HHS Policies



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Circular-55

- All HHS employees who utilize agency resources for **non-work** research purposes are required to complete [Circular-55](#)
- Generally, this form is required when conducting student research
- Circular-55 is an HHS requirement, not an IRB requirement



MOUs/DUAs

- Non-DSHS organizations are required to have an executed MOU with DSHS before DSHS data are released
- MOUs also require:
 - Vendor Information Forms (on the IRB website)
 - Security and Privacy Inquiry
 - Data Use Agreement
- MOU/DUAs are processed by the Contracts Management Section



IRB Resources



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External Website

The screenshot shows the DSHS IRB website. At the top is a dark blue navigation bar with links for 'ENG', 'Programs', 'A-Z Index', 'News & Alerts', 'Legislative Information', and 'Contact Us'. On the right of this bar are social media icons for Facebook, X, Instagram, and Email, along with a search box containing the text 'Enter your search term..'. Below the navigation bar is a white header section featuring the Texas Department of State Health Services logo and a horizontal menu with links for 'Services', 'Health & Wellness', 'Diseases & Conditions', 'Business & Compliance', and 'Data & Case Reporting'. The main content area has a breadcrumb trail: 'Home / Office of Practice and Learning / Institutional Review Board (IRB)'. On the left is a sidebar menu under the heading 'Office of Practice and Learning', with items: 'Continuing Education Program', 'DSHS Grand Rounds', 'Educational Experiences', 'Institutional Review Board (IRB)' (which is expanded to show sub-items: 'Human Subject Protections', 'Forms & Instructions', 'Frequently Asked Questions', 'Meeting Schedule & Submission Deadlines', 'IRB Members and Staff', 'Required Training', and 'Glossary of Terms'), and 'Institutional Review Board (IRB)' (which is expanded to show sub-items: 'Human Subject Protections', 'Forms & Instructions', 'Frequently Asked Questions', 'Meeting Schedule & Submission Deadlines', 'IRB Members and Staff', 'Required Training', and 'Glossary of Terms'). The main content area features a large heading 'Institutional Review Board (IRB)' and a sub-heading 'Mission and Purpose'. Below this is a paragraph describing the IRB's role: 'The Texas Department of State Health Services (DSHS) Institutional Review Board (IRB) is an administrative body established to protect the rights and welfare of human subjects in research conducted under the directive of DSHS and requests submitted to DSHS programs that involve the use of identifiable information or specimens. This includes human subject research contracted to public or private entities. The IRB has the authority to approve, require modifications in, or disapprove all research activities that fall within its jurisdiction as specified in the federal regulations, state regulations and statutes, and institutional policy.' Below the paragraph are two links: '[DSHS IRB Policy \(PDF\)](#)' and '[Board & Staff FAQs](#)'. At the bottom of the main content area is a large heading: 'Texas Health & Human Services (HHS) DSHS IRB and HHSC IRB Scope and Responsibilities'.



DSHS IRB WEBSITE



Texas Department of State
Health Services

IRB Website (Intranet) Update

DSHS Institutional Review Board

 Webb, Christopher (DSHS)
Program Supervisor VII






The Office of Practice and Learning administers the Institutional Review Board (IRB) for the Texas Department of State Health Services. The IRB is an administrative body established to protect the rights and welfare of human subjects in research conducted under the directive of DSHS and requests submitted to DSHS programs that involve the use of identifiable information or specimens. This includes human subject research contracted to public or private entities. The IRB has the authority to approve, require modifications in, or disapprove all research activities that fall within its jurisdiction as specified in the federal regulations, state regulations and statutes, and institutional policy.

The Texas DSHS Institutional Review Board serves in three capacities:

1. IRB for Human Subject Protection
2. Committee for Requests on Personal Data
3. Scientific Review Panel

The DSHS IRB maintains an email distribution list through which we announce IRB changes that may impact programs. To join the list, [click to subscribe to the IRB Program Gov Delivery](#)

Resources

 IRB Application Writing Guidance	 Program Guidance	 Board Member Page	 External Institutional Review Board (IRB) Webpage
 OneAegis Resources			



DSHS IRB
INTRANET WEBSITE



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Additional Helpful Resources



JOIN GOVDELIVERY LIST
FOR HHS PROGRAMS



JOIN GOVDELIVERY LIST
FOR RESEARCHERS



OFFICE FOR HUMAN
RESEARCH PROTECTION
(OHRP)



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Q & A

Type questions into the Questions box in the Control Panel

Institutional Review Board

institutionalreviewboard@dshs.texas.gov

www.dshs.texas.gov/office-practice-learning/institutional-review-board-irb

Precious Ohemeng

DSHS IRB Coordinator

DSHS Center for Public Health Policy and Practice

precious.ohemeng@dshs.texas.gov