ECOS Series

HOW TO

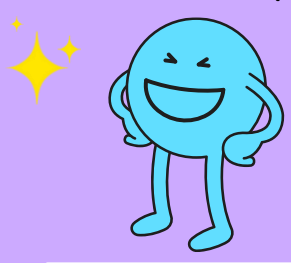
ACCESS DIFFERENT MODULES ON ECOS

View and Edit Access Rights

8 Jan 2026

ECOS - ATTENTION TEAM MEMBERS!

The Principal Investigator (PI) has added me on the ECOS CRMS Site User Authorisation List (UAL)

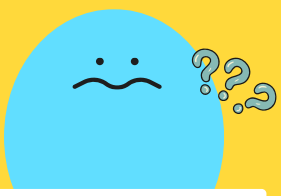


STUDY ADMINISTRATOR

I can see study and site information on the IRB and CRMS module

IRB MODULE *CRMS MODULE*

PI needs my support with some tasks received on ECOS under the COMPLIANCE MODULE But I don't see this module on my ECOS interface....



STUDY ADMINISTRATOR

Study Administrators & Sponsors ONLY have access to relevant information in the ECOS IRB & CRMS module to support IRB submissions

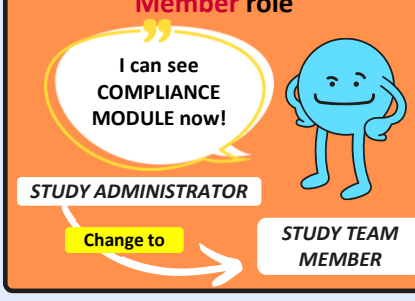
For ECOS modules not related to IRB activities, only research team members directly involved in the study will be given access

PI / SITE PI

CO-INVESTIGATORS

STUDY TEAM MEMBERS

Non-investigator team members needing access to modules other than IRB & CRMS can be assigned the Study Team Member role



CRMS ROLES

Study Team Member

Site personnel **directly involved** in the research conduct e.g. CRCs, Study Nurses, Pharmacists, etc.

Study ADMINISTRATOR

Site personnel **NOT directly involved** in the research but provides **administrative support** only,
e.g., Dept Manager providing research administrative support

Study sponsor

Sponsor/CRO personnel, e.g., CRAs

View & Edit Rights

Modules Supporting IRB Submissions

User Role	IRB Module	CRMS Module				
	Forms[1]	Study Information	User Authorisation List (UAL)[2]	Site Information[2]	Milestones[2]	Participants[2]
Study Team Member (STM)	View & Edit	View & Edit	View & Edit	View & Edit	View & Edit	View & Edit
Study Administrator (SA)	View & Edit	View & Edit	View & Edit	View & Edit	View & Edit	View & Edit
Study Sponsor (SS)	View & Edit	View & Edit	View & Edit	No Access	No Access	No Access

[1] Initial Application, Amendments, Study Status Report (SSR), Study Deviation/ Non-Compliance Report (DNC), Serious Adverse Event Report (SAE), Unanticipated Problems Involving Risks to Subjects or Others Report Form (UPIRTSO), Other Study Notifications Report Form (OSN)
[2] Access is site-specific

Modules Supporting non-IRB related Activities

User Role	Compliance Module (DNC/ SAE/ PISAF)			Monitoring Module	Audit Module	Standing Database (SDB) Module
	Study Deviation/ Non-Compliance Report (DNC)	Serious Adverse Events Report (SAE)	Principal Investigator Self-Assessment Form (PISAF)			The SDB module is only applicable to NHG Health & NUHS. For more information, access the SDB Module User Guide here.
Study Team Member (STM)	View & Edit[3]	View & Edit[3]	View & Edit[4]	View & Edit[4]	View & Edit[4]	
Study Administrator (SA)	No Access	No Access	No Access	No Access	No Access	
Study Sponsor (SS)	No Access	No Access	No Access	No Access	No Access	

[3] Access to edit is granted by RI Secretariat only
[4] Access to view and edit is granted by PI of the site via CRMS UAL

The ECOS Modules User Guides are now available here: User Guides