



ECOS - MULTI-SITE STUDIES



Some studies have more than 1 study site

TEAM UP!

PRINCIPAL INVESTIGATORS

SITE A **SITE B**

For multi-site studies, the sites would need to decide who is the PI to correspond with DSRB on ECOS on behalf of all the sites

I volunteer to represent us!

SITE A **SITE B**

In the ECOS System, these team members would be called -

PI

SITE A

SITE-PI

SITE B

The selected PI will help to submit IRB submissions on ECOS for all sites

However, each PI is still responsible for the activities within their own site

SITE B

SUBJECT RECRUITMENT & MANAGEMENT

TEAM MEMBERS

DOCUMENTATION

Hence, there are specific sections in the CRMS Module that can **ONLY** be accessible by the specific **site** team members

Study XYZ

SITE A **SITE B**



- For multi-site studies, you will be able to access the IRB submissions as long as you are added in the User Authorisation List (UAL) for **ONE** of the study sites.
- If you need access to a specific site, you should contact the respective PI or team members listed in the study site's UAL.

Navigating CRMS for Multi-Site Studies

Study Level Vs Site Level Information

- CRMS module has 2 different levels of access

Study Level
Information entered will be shared across all participating sites. E.g. data entered by 1 site will be seen by all sites. Similarly, data revision made by 1 site will also be seen by the other sites.

Site Level
Information entered are restricted to the specific site only. E.g. data entered by 1 site will not be shared nor seen by another site. Participating sites do not have access to each other's pages.

Which Study Site Am I Looking At?

- The top bar will indicate the **study title** and **study site**

The study title and site will be displayed on the top bar when you are accessing site level pages

If You Are Involved In Study Activities for only **ONE** Site

- You should **ONLY** be added in the **UAL** for that specific study site

You will only see the study site you are involved in on the top bar

You can see a listing of all the study sites involved in the study but you will **NOT** have access to the site specific information of other sites

If You Are Involved In Study Activities for **Multiple** Sites

- You should be added in the **UAL** for the different study sites that you are involved in
- You can navigate between different sites by following the steps below -

Step 1: Click on the top bar

Step 2: Select your study

Step 3: Select the correct site

IMPORTANT: If you have been added in multiple sites of the same study, please ensure you have selected the **CORRECT** site before you proceed to update site specific information.

The CRMS User Guide is now available here: <https://for.sg/guides>

ECOS Launch Support for NHG Announcements

<https://for.sg/ecos-announcements>

ECOS Launch Support for NHG Frequently-Asked-Questions

<https://for.sg/ecos-faq>

ECOS Launch Support for NHG User Guides

<https://for.sg/guides>