VIII.01

Application Owners, Stewards, Users and Vendors for iRIS

Objective
This Policy and Procedure outlines the roles and responsibilities of individuals who interface with the iRIS (integrated Research Information System) system.

Policy/Procedure
I. The Executive Vice President of Research is the owner and primary steward of the iRIS application.

II. The role of steward has been delegated jointly to a systems analyst within the Office of Research and the Network Services Department under Information Technology.

III. The users of the system include: primary investigators, co-investigators, study coordinators, nurses, research assistants, IRB members, and Office of Research Support staff.

IV. The responsibilities for each of these roles are outlined in the Handbook of Operating Procedures, Section 175 – Information Technology, Responsibility for the Use of Information Resources (http://www.uthouston.edu/hoop/policy.htm?id=1448198).

V. iMedRIS Data Corporation is the vendor and system developer of the iRIS system. Personnel at iMedRIS have been granted rights to the servers housing iRIS via the “guest account” process (https://apps.uth.tmc.edu/GuestAdmin/). All updates to the production system are coordinated and approved through an agreement with the system stewards.

Applicable Regulations and Guidelines
Handbook of Operating Procedures, Section 17.01 – Information Technology, Responsibility for the Use of Information Resources (http://www.uthouston.edu/hoop/policy.htm?id=1448198)
Requesting Access For Guest(s) to UTHealth Information Resources -Responsibilities Assumed by Guest Sponsor (http://www.uth.tmc.edu/netcenter/security/sponsor-respon.htm)
Guest Administration - https://apps.uth.tmc.edu/GuestAdmin/
Guidelines for Providing Vendor Access to UTHealth Information Resources (http://its.uth.tmc.edu/vpn_vendorguidelines.htm)

Return to Policies and Procedures Home Page

Updated 5/2007, Report broken links