E-Signature Instructions

The e-signature function in RSS is a way to electronically sign consent forms. It can be used if the consent process is conducted in person (face to face) or remotely (telephone or video as approved by the IRB). RSS e-signature can only be used for certain studies, outlined in the table below.

E-signature can only be used on newly created Narrative Consent Forms.

When can RSS e-signature be used? (as of 2/20/2024)

Study Types	
FDA-regulated (drug/device) studies	Yes
Non-FDA-regulated studies	Yes
Commercially funded studies	Yes
Federally funded studies	Yes
CIRB (studies relying on an external IRB)	**No**
Multi-site studies where UNMC is the IRB of record	**No**

Consent forms that are electronically signed in RSS are maintained in the RSS application, so paper forms do not need to be printed and stored. See the links below for instructions on in person or remote e-signatures:

- E-signature for in person consent
- E-signature for remote consent

If you have any questions or would like to schedule a training session, please contact Sue Logsdon at slogsdon@unmc.edu.

Revision #5
Created 12 July 2024 19:00:41 by Robert A Lewis
Updated 18 February 2025 19:32:17 by Robert A Lewis