Using the Administrative Change Feature to Update ClinicalTrials.gov (NCT) number within the IRB

A “Change in Research” is no longer required to update the ClinicalTrials.gov NCT registration number within your IRB application. Simply utilize the “Admin Changes” function, which can be found on the left hand margin of your study “Application Workspace.” As illustrated below, once you select “Admin Changes,” a new window will pop-up allowing you to update the required information.

The Responsible Party for an Applicable Clinical Trial must submit required clinical trial information through the Protocol Registration and Reporting System (PRS) no later than 21 days after enrollment of the first participant. [https://www.clinicaltrials.gov/ct2/manage-recs/fdaa](https://www.clinicaltrials.gov/ct2/manage-recs/fdaa)

If the trial has not been registered yet please contact the Johns Hopkins ClinicalTrials.gov Program at registerclinicaltrials@jhmi.edu as soon as possible for assistance.

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