

# IRB SEMINAR

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# IRB Websites

- Office for Responsible Research (ORR)
  - <http://www.compliance.iastate.edu/>
- Human Subjects Website
  - <http://www.compliance.iastate.edu/irb/>
- IRB Training Website
  - <http://www.compliance.iastate.edu/irb/training/>
- IRB Forms
  - <http://www.compliance.iastate.edu/irb/forms/>
- Review Process
  - <http://www.compliance.iastate.edu/irb/review/>

# IRB Websites

- Checklist for application approval
  - <http://www.compliance.iastate.edu/irb/forms/docs/ChecklistRIHApplication.pdf>
- Research payment process
  - <http://www.controller.iastate.edu/controller/rp rf.htm>
- IRB Staff
  - <http://www.compliance.iastate.edu/about/staff/>

# Overview of the Process

- Obtain IRB training
- Submit an application
- Wait for the IRB to review your application
- Receive approval
- Inform IRB of any changes to your study (called modifications)
- Inform IRB of any problems (adverse events)
- Keep up with Continuing Reviews
- Complete Project Closure Form

# Timelines

- ⦿ For a new application (new protocol)
  - 4 – 6 weeks
- ⦿ Changes to your study (modification)
  - 3 – 4 weeks
- ⦿ Continuing Review
  - 3 – 4 weeks

# What to Expect

- ⦿ Your study may be exempt from review
  - <http://www.compliance.iastate.edu/irb/forms/docs/Exempt-Research.pdf>
- ⦿ Your study may be expedited
  - <http://www.hhs.gov/ohrp/humansubjects/guidance/expedited98.htm>
- ⦿ Your study may need to be reviewed by the full committee

# What to expect

## ◎ Primary reviewer system

- You may be contacted by a member of the IRB committee with questions, prior to the IRB committee meeting
- There may be more questions after the committee has met (your protocol has been “tabled”) before it can be approved

# Tips

- ⦿ The IRB is comprised of people, like you and me!
- ⦿ Assume that the IRB has no idea what your research is about
- ⦿ Avoid using jargon in your application and on your Informed Consent document
- ⦿ Ask to attend the meeting when your application (protocol) will be reviewed
- ⦿ Be sure that information is consistent in your application and in the Informed Consent document

# Tips

- ⦿ Do not rely on the IRB to determine that your research is ethical
  - The IRB is not likely to be familiar with the ethics specific to your line of work (e.g., therapy)
- ⦿ Submit all research to IRB for approval
  - Your research may be “exempt” but let IRB determine that!
- ⦿ Keep all your IRB documents (training certificate, study approval, etc)
- ⦿ Follow through with all you said you would do in the original application

# Tips

- Know that this process is important
- Ask questions! Of your major prof, of the IRB, of myself and Sue Hegland
- Over-communication is better than under-communication
- Take time to conduct the study appropriately, ethically, as this demonstrates your integrity and professionalism

# Examples

- ◎ [RIH-Application--MMcomments.doc](#)
- ◎ [Informed-Consent-Doc-Template--MMcomments.doc](#)