



Monroe • Polkton • Wadesboro

IRB Project Review Checklist

Title of Project:

IRB Evaluator:

Decision:

- | | | | | |
|-----------------------------------|--|------------------------------------|---|---------------------------------|
| <input type="checkbox"/> Exempt | <input type="checkbox"/> Exempt with Limited IRB Review | <input type="checkbox"/> Expedited | <input type="checkbox"/> Full Review | |
| <input type="checkbox"/> Approved | <input type="checkbox"/> Approved Pending Required Modifications | <input type="checkbox"/> Deferred | <input type="checkbox"/> Referral to Full Board | <input type="checkbox"/> Denied |

Purpose:

✓ X (✓Meets XDoes Not Meet)

- The purpose of the research is clearly stated.
 - The scope of the research is appropriate to available resources and can realistically be completed by the research personnel as well as the college.
 - The proposed research appears scientifically sound and will yield valid results.
- Comments:

Subject Recruitment:

- Potential subjects have been identified as well as appropriate recruitment strategies.
 - Subject inclusion/exclusion criteria are appropriate for research described and are equitable.
 - Populations with diminished autonomy have been identified and recruitment strategies are appropriate.
 - Compensation for subjects has been explained and is appropriate (maximum of \$25).
 - Recruitment materials have been submitted for review and are acceptable.
- Comments:

Procedures and Data Collection:

- Research procedures are clearly explained (interviews, surveys, focus groups, observation, etc.).
 - Final documents (questionnaires, surveys, etc.) have been submitted for review and are acceptable.
 - All research personnel are adequately trained and supervised by qualified persons during research.
 - Documentation of training on the protection of human subjects has been submitted for review and is acceptable.
 - The rationale for deception is clearly stated and appropriate to the research.
- Comments:

Risk Assessment and Management:

✓ X (✓Meets XDoes Not Meet)

- Any foreseeable risks have been identified (physical, psychological, social, economic, legal, or confidentiality) in the application and are shared with subjects.
 - Sufficient measures and precautions to minimize risks have been noted.
 - Benefits of the research (to the subject or field of research) are clearly described.
 - Risks are reasonable in relation to the anticipated benefits of the results.
 - Any foreseeable conflicts of interest have been identified and adequately addressed.
- Comments:

Privacy, Confidentiality, and Data Management:

- Sufficient safeguards are in place to ensure privacy and confidentiality in gathering data.
 - Rationale for collecting protected or personally identifiable data is adequate.
 - Data storage, access, and security have been thoroughly described and are adequate to ensuring security and confidentiality.
 - Any dissemination of data/results has been thoroughly described and adequately protects subject confidentiality.
 - Procedures are in compliance with FERPA and HIPAA privacy regulations.
- Comments:

Informed Consent:

- Informed consent procedures have been clearly outlined and are appropriate for the research study.
 - Information pertaining to consent is adequate, appropriate, and presented in language that is suitable and fitting to the subject population.
 - Possible coercion or undue influence has been addressed and exculpatory language is not used.
 - Consent procedures for minors have been addressed.
 - Informed consent forms have been submitted for review and are acceptable.
 - Procedures are in compliance with federal regulations and human subjects research best practices.
- Comments: