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| The purpose of this checklist is to provide support for Designated Reviewers conducting HRPP or Single Member Review. This checklist is to be completed by the Designated Reviewer, signed, dated, and retained. |
| **IRB Number:**  |       |
| **Study Title:** |       |
| **Short Title:** |       |
| **Investigator:** |       |
|[ ]  Initial review |[ ]  Modification |[ ]  Request for Human Research or engagement determination |
|[ ]  Continuing review |  |  |[ ]  Review of Modifications Required to Secure Approval |
|  |
| 1. REVIEWER CRITERIA (Check if “Yes”. All must be checked.) Otherwise, sign the form, and return all materials.
 |
|[ ]  I do **not** have a Conflicting Interest. |
|  |
| 1. REVIEW LEVEL (Select one of the following; items that are grayed out are not in use at this time)
 |
| Level | Documents to use | Categories |
|[ ]  Not Human Research | WORKSHEET: Human Research (HRP-310) |  |
|[ ]  Human Research Not Engaged | WORKSHEET: Engagement (HRP-311) |  |
|[ ]  Exempt or Limited Review | WORKSHEET: HRPP - Exemption (HRP‑312)WORKSHEET: Limited IRB Review (HRP-319) | [ ]  (1) Educational settings [ ]  (2)(i) Tests, surveys, interviews, or observation (non-identifiable)[ ]  (2)(ii) Tests, surveys, interviews, or observation (low risk)[ ]  (2)(iii) Tests, surveys, interviews, or observation (identifiable); and for which limited IRB review was conducted via expedited review[ ]  (3)(i)(A) Benign behavioral interventions (non-identifiable)[ ]  (3)(i)(B) Benign behavioral interventions (low risk)[ ]  (3)(i)(C) Benign behavioral interventions (identifiable); and for which limited IRB review was conducted via single member review (expedited) review[ ]  (4) Secondary research on data or specimens (no consent required)[ ]  (5) Demonstration projects [ ]  (6) Taste and food quality  (7) Storage or maintenance of data or specimens (broad consent required); and for which limited IRB review was conducted via single member (expedited) review (8) Secondary research use of data or specimens (broad consent required); and for which limited IRB review was conducted via single member (expedited) review |
|[ ]  Single Member Review (Expedited) | WORKSHEET: Single Member Review - Expedited (HRP‑313) WORKSHEET: Criteria for Approval (HRP-314) | [ ]  (1)(a) Drug studies[ ]  (1)(b) Device studies[ ]  (2)(a) Blood samples from healthy, non-pregnant adults[ ]  (2)(b) Blood samples from others[ ]  (3) Noninvasive biological specimens[ ]  (4) Noninvasive procedures[ ]  (5) Data, documents, records, or specimens[ ]  (6) Voice, video, digital, or image recordings[ ]  (7)(a) Behavioral research[ ]  (7)(b) Social science methods[ ]  (8)(a) Long-term follow-up[ ]  (8)(b) No subjects enrolled (ever)[ ]  (8)(c) Data analysis[ ]  (9) Convened IRB determined minimal risk |
|  |
| 1. DETERMINATION (Select one of the following.)
 |
|[ ]  Meets criteria |
|[ ]  Modifications required to meet criteria (describe below) |
|[ ]  Send to convened IRB |
|  |
| Delineate modifications required to secure approval or notes:      |
|  |
| 1. Continuing Review (for Single Member [Expedited] Review only)
 |
|[ ]  Continuing review not required. |
|[ ]  Continuing review required. Rationale:       |
|  |
| Attach required completed checklists and documentation of protocol-specific findings justifying regulatory determinations. |
| Reviewer Signature and title (HRPP PC, IRB Member, IRB Chair, etc.): |       | Date: |       |