

IRB Committee 2019 report

The IRB committee met on the following dates during 2019:

9 January 2019

12 February 2019

12 March 2019

16 April 2019

10 Sept 2019

8 Oct 2019

12 Nov 2019

In 2019 the IRB committee received 175 new applications. Overall, there have been 212 submissions (175 new applications and 37 approved applications resubmitted for revisions). All submissions are entered into a spreadsheet for tracking purposes.

The IRB committee continues to use the University of Alabama, Office for Research Compliance for review of all IRB applications. Once the Research Compliance Specialist reviews the applications, she sends comments back that need to be addressed in the IRB application. Once the comments are received, they are sent to the PI. Once the PI resubmits the IRB application with the changes made based on the comments the IRB Chair reviews the application to see that all comments are satisfied then the IRB chairs approves the application and sends an IRB application approval letter to the PI.

Current forms are being revised to include more detail to assist the PIs in providing more detail to their proposed studies. These forms include form 1, form 2, and form 3. The committee also voted to have a Youth Assent form. This form is being developed and will accompany the consent form that will be signed by the parent of the youth.

The committee is investigating training programs to prepare committee members to review applications that are designated as exempted reviews. Before this process is initiated the committee members must complete training and a process for sending applications to committee members needs to be developed as well as tracking the application as applications are received and moved through the approval process.

The IRB now works under the Common Rule allowing 1 institution to hold the IRB approval (institution A) and the other institution relies on that approval (institution B) . We have had 4 studies that have worked within this new policy. The committee approved the IRB Authorization Agreement form to use when one institution holds the IRB approval. When the other institution holds the IRB, our committee requires the PI to submit the IRB approval letter from the other institution along with the approved IRB application.