RESEARCH WITH US!

Get to know the IRB's workflow

1

What kind of research are you doing? Is it non-human subjects research (NHSR)? Does it use secondary data or biospecimens? Is there human interaction? Do you plan to generalize and disseminate the data/findings?

2

Based on the type of research you're doing, you'll want to complete and email to the IRB a completed Request for Waiver IRB Application for Class Projects form or a completed IRB's Request for Protocol Review form. (For NHSR, use the protocol review form, noting you're conducting NHSR.)

3

Once we receive the requisite form, **the IRB will review your documentation/wavier/protocol.** Protocol reviews will be determined as **exempt** (IRB approval not necessary), **expedited** (limited committee review necessary), or **full board** (extensive IRB review necessary.

4

Review timelines (ideally): **Rolling submissions, no deadlines**

- **NHSR, class projects waiver, and exempt protocols:** 14 days
- **Expedited protocols:** 3-7 weeks, based on project level of complexity
- **Full board review protocols:** Depends on volume of submissions; agenda space is first-come, first-served; keep IRB meeting dates in mind (no full board reviews during summer months).

5

The IRB will log your documents and follow up as needed.
Kinds of follow-up:

- necessary changes/clarifications to your protocol (if any),
- a letter acknowledging your NHSR,
- recommendation to use the class projects waiver, or
- IRB protocol determination with assigned protocol number.

6

Once we go through 1-3 rounds of changes, we finalise your project, send you the invoice and hand over the finalised files ready for you to use! All done!

irb@coloradomesa.edu

COLORADO MESA UNIVERSITY