

**INSTITUTIONAL REVIEW BOARD**

# IRB Reviewer Checklist for Expedited Protocol

## Please review the Expedited Review protocol and complete the following checklist, noting if each area is Approved, Not Approved, or Not Applicable. Where Not Approved, please provide an explanation (refer to the requirement not met) in the comment box following the section. A study may need full-board review; if you determine that to be the case, please contact the IRB Chair.

You have two weeks from the date you receive the request to complete this review. Project Title: Click or tap here to enter text.

Investigator: Click or tap here to enter text.

**Section 1: School Research Project (If the protocol is not a School Research Project, leave this section blank.**

1. Minot School District Written consent of principal and assistant superintendent is included.
2. All other Districts: Written consent of principal is included.
3. Parent/Guardian or Legal Authorized Representative Informed Consent is included.
4. Youth (13-17) or Child (7-12) Assent is included.

[ ] Approved

[ ] Not Approved [ ] Not Applicable

Comments: Click or tap here to enter text.

# Section 2: Informed Consent (required for most Exempt and all Expedited and Full-Board Protocols). The following elements in the following sequence are required in Informed Consent.

1. An introductory section includes
	1. Statement the study involves research
	2. Explanation of the purpose(s) of the research
	3. Expected duration of the subject’s participation
	4. Description of the procedures to be followed
	5. Identification of any procedures that are experimental
2. A description of any reasonably foreseeable risks or discomforts to the subject.
3. A description of any benefits to the subject or to others that may reasonably be expected from the research.
4. A disclosure of appropriate alternative procedures or courses of treatment, if any, that might be advantageous to the subject.
5. A statement describing the extent, if any, to which confidentiality of records identifying the subject will be maintained.
6. For research involving more than minimal risk, an explanation as to whether any compensation and an explanation as to whether any medical treatments are available if injury occurs and, if so, what they consist of, or where further information may be obtained.
7. An explanation about who to contact for answers pertinent to questions about the research and who to contact in the even of a research-related injury to the subject.
8. The following information about who to contact regarding who to contact about the rights of subjects. For question about research involving human subjects, please contact (*current IRB chair and phone)* or the IRB Chairperson (irbchair@minotstateu.edu).
9. A statement that participation is voluntary, refusal to participate will involve no penalty or loss of benefits to which the subject is otherwise entitled, and the subject may discontinue participation at any time without penalty or loss of benefits to which the subject is entitled.
10. An explanation as to how the participant discontinue participation.
11. One of the following statements about any research that involves the collection of identifiable private information or identifiable biospecimens:
	1. A statement that identifiers might be removed from the identifiable private information or identifiable biospecimens and that, after such removal, the information or biospecimens could be used for future research studies or distributed to another investigator for future research studies without additional informed consent from the subject or the legally authorized representative, if this might be a possibility; or
	2. A statement that the subject's information or biospecimens collected as part of the research, even if identifiers are removed, will not be used or distributed for future research studies.
12. Use of language/vocabulary that is understandable to the subject.
13. Inclusion of appropriate spaces for signature(s) and dates.
14. If child or youth assent are included, Minot State templates are used OR all categories (similar to those for Informed Consent) are included in the sequence prescribed on the template.

[ ] Approved

[ ] Not Approved

[ ] Not Applicable

Comments: Click or tap here to enter text.

# Section 3: Data Collection Instrument(s)

1. Copies of data collection instruments (survey or interview questions) are included.
2. Instruments do not include benign data.
3. Instruments collect sensitive data that may require a different review process.

[ ] Approved

[ ] Not Approved [ ] Not Applicable

Comments: Click or tap here to enter text.

**Reviewer Recommendation**

[ ] Approved

[ ] Conditional Approval

[ ] Not Approved

Explanation: Click or tap here to enter text.

Additional Comments: Click or tap here to enter text.

Reviewer Signature: Click or tap here to enter text. Date Submitted: Click or tap to enter a date.