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| **Name of Reviewer:** | Click here to enter text. | **Date** | Click here to enter text. |
| **Research/Project Title:** | Click here to enter text. | | |
| **Principal Investigator:** | Click here to enter text. | | |

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| 1. **Protocol Review** | **YES** | **NO** | **N/A** |
| 1. **Purpose & Background:**  * Does the researcher provide clear purpose with research hypothesis/questions and goal(s) of the study? |  |  |  |
| * Does the researcher provide clear background information and rationale for the research? |  |  |  |
| 1. **PROCEDURES:**  * Has the researcher described all procedures for data collection and analysis? |  |  |  |
| * Has researcher identified all types of data to be collected? |  |  |  |
| * Are the measurement tools or interview guides thoroughly described? |  |  |  |
| * Have measurement tools or interview guides been included with the application? |  |  |  |
| 1. **PARTICIPANT POPULATION:**  * Is the subject selection equitable in relation to objectives, setting, and recruitment methods? |  |  |  |
| * Are the inclusion/exclusion criteria for participation provided? |  |  |  |
| * Did researcher indicate whether a vulnerable population is included in the study? |  |  |  |
| * Will the researcher(s) recruit students from the course(s) they are teaching? |  |  |  |
| * Are students recruited from researcher’s course, but not directly? |  |  |  |
| 1. **RECRUITMENT MATERIALS:**  * Are recruitment procedures thoroughly described? |  |  |  |
| * Have all recruitment materials been included with application? |  |  |  |
| 1. **Informed Consent:**  * Will informed consent be sought via a consent form to be signed by prospective subject or the subject’s legally authorized representative? |  |  |  |
| * Will electronic informed consent be sought via a recruitment letter with a statement indicating consent is implied by completion of survey/questionnaire? |  |  |  |
| * Will informed consent be provided via a recruitment letter with a *Waiver of Documentation of Informed Consent*? |  |  |  |
| * If minors are participants, will assent be obtained for children 7 years old and older |  |  |  |
| 1. **ETHICAL CONSIDERATIONS:**  * There are adequate provisions to protect the privacy of subjects. |  |  |  |
| * Additional safeguards have been included in the study to protect the rights and welfare of subjects vulnerable to coercion or undue influence. |  |  |  |
| * Has the researcher properly described all the procedures for keeping data secure? |  |  |  |
| * Are there adequate provisions to maintain the confidentiality of data? |  |  |  |
| * Has a risk/benefit analysis has been completed? |  |  |  |
| * Risks to subjects are minimized by using procedures, which are consistent with sound research design and which do not unnecessarily expose subjects to risk. |  |  |  |
|  | **YES** | **NO** | **N/A** |
| * Risks to subjects are minimized by using procedures already being performed on the subjects for other purposes. |  |  |  |
| * Risks to subjects are reasonable in relation to anticipated benefits, if any, to subjects, and the importance of the knowledge that may reasonably be expected to result. |  |  |  |
| * The research plan makes adequate provision for monitoring the data collected to ensure the safety of subjects. (“N/A” if < Minimal Risk) |  |  |  |

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| 1. **Elements of Informed Consent** | **YES** | **NO** | **N/A** | |
| 1. At beginning: concise and focused presentation of the key information (including why one may/may not want to participate. |  |  |  | |
| 1. The complete official title of research |  |  |  | |
| 1. A statement that the study involves research. |  |  |  | |
| 1. A statement that the subject should understand information before agreeing to participate. |  |  |  | |
| 1. An explanation of the purposes of the research. |  |  |  | |
| 1. The expected duration of the subject's participation. |  |  |  | |
| 1. A sufficient description of all the procedures to be followed. |  |  |  | |
| 1. Identification of any procedures that are experimental. |  |  |  | |
| 1. Description of foreseeable risks or discomforts to the subject. |  |  |  | |
| 1. Description of any possible benefits to the subject or to others. |  |  |  | |
| 1. Statement any reasonable alternatives available to subjects. |  |  |  | |
| 1. Description of how confidentiality/privacy will be maintained. |  |  |  | |
| 1. Statement regarding collection of identifiable private information or identifiable biospecimens. |  |  |  | |
| 1. Explanation of any compensation in exchange for participation. |  |  |  | |
| 1. Explanation of any medical treatment to be provided by researcher. |  |  |  | |
| 1. Statement of rights as a research subject. |  |  |  | |
| 1. Contact information for the researchers. |  |  |  | |
| 1. Contact information for the NMC IRB |  |  |  | |
| 1. Statement that participation is voluntary. |  |  |  | |
| 1. Additional costs to the subject that may result from participation in the research. |  |  |  | |
| 1. Procedures for orderly termination of participation by the subject. |  |  |  | |
| 1. Statement that significant new findings developed during the course of the research that may relate to the subject’s willingness to continue will be provided to the subject. |  |  |  | |
| 1. Consequences of a subject’s decision to withdraw from the research |  |  |  | |
| 1. Anticipated circumstances under which the subject’s participation may be terminated by the investigator without regard to the subject’s consent (if applicable). |  |  |  | |
| 1. Approximate number of subjects involved in the study. |  |  |  | |
| 1. Statement regarding whether clinically relevant research results, including individual research results, will be disclosed to subjects, and if so, under what conditions. |  |  |  | |
| 1. Statement of consent (assent). |  |  |  | |
| 1. Signature blocks of subject and researcher conducting consent discussion (if applicable) |  |  |  | |
| **All consent documents meet the requirements under 45 CFR §46.116 for expedited or full board review** |  |  | |  |