

Obtaining Brown University IRB Approval for Protocols Involving the Brown University MRI Research Facility

Brown University
Human Research Protections Office (HRPO)

Submitting protocols to the Brown University IRB for use of the Brown University MRI Research Facility

Types of Review and Deadlines

Submitting protocols to the Brown University IRB for use of the Brown University MRI Research Facility

What must a campus-based researcher do in order to obtain Brown University IRB approval?

Brown University campus-based faculty should follow the usual University procedures for submission of human research protocols to the Brown IRB. See the “What Makes a Complete Protocol” document at http://research.brown.edu/policies/hrpo_completeprotocol.pdf, and IRB Form #1 at http://research.brown.edu/pdf/IRBForm1_rev_6-30-06.pdf. The researcher must successfully complete the Brown University Education Program in the Protection of Human Research Participants (CITI program.) Go to http://research.brown.edu/rschadmin/hrpo_citi_menu.php.

What must a researcher at a Brown-affiliated hospital do in order to obtain Brown University IRB approval?

A researcher based at a Brown-affiliated hospital must obtain IRB approval from his/her home institution prior to submitting a human research protocol to the Brown IRB. The Brown University human research protocol would consist of a copy of the hospital IRB-approved research protocol, a copy of the hospital IRB approval document, and IRB Form #1 (the Brown University human research protocol coversheet) found at http://research.brown.edu/pdf/IRBForm1_rev_6-30-06.pdf. The researcher must successfully complete the Brown University Education Program in the Protection of Human Research Participants (CITI program.) Go to http://research.brown.edu/rschadmin/hrpo_citi_menu.php.

What must a researcher at a non-profit, non-Brown affiliated institution do in order to obtain Brown University IRB approval?

A researcher based at a non-profit, non-Brown affiliated institution must obtain IRB approval from his/her home institution prior to submitting a human research protocol to the Brown IRB. The Brown University human research protocol would consist of a copy of the institution’s IRB-approved research protocol, a copy of the institution’s IRB approval document, and IRB Form #1 (the Brown University human research protocol coversheet found at http://research.brown.edu/pdf/IRBForm1_rev_6-30-06.pdf). The Brown University human research protocol must be submitted by a Brown collaborator, unless the researcher has a Brown University faculty appointment, in which case the researcher may submit the protocol him/herself. The researcher must successfully complete the Brown University Education Program in the Protection of Human Research Participants (CITI program.) Go to http://research.brown.edu/rschadmin/hrpo_citi_menu.php.

What must a researcher at a for-profit, non-Brown affiliated institution do in order to obtain Brown University IRB approval?

A researcher based at a for-profit, non-Brown affiliated institution must obtain IRB approval from his/her home institution prior to submitting a human research protocol to the Brown IRB. The Brown University human research protocol would consist of a copy of the institution's IRB-approved research protocol, a copy of the institution's IRB approval document, and IRB Form #1 (the Brown University human research protocol coversheet) found at < http://research.brown.edu/pdf/IRBForm1_rev_6-30-06.pdf>. The Brown University human research protocol must be submitted by a Brown collaborator, unless the researcher has a Brown University faculty appointment, in which case the researcher may submit the protocol him/herself. The researcher must successfully complete the Brown University Education Program in the Protection of Human Research Participants (CITI program.) Go to http://research.brown.edu/rschadmin/hrpo_citi_menu.php.

Types of Review and Deadlines

If my project requires an expedited review by the Brown University IRB, is there a deadline for submission of expedited protocols?

There are no deadlines for expedited protocol submission. Expedited protocols are reviewed in HRPO on an on-going basis in the order they are received. A subcommittee of IRB members will make the determination as to whether a protocol meets the applicability requirements of the expedited categories or must be sent to the full board for review.

If my project requires a full board review by the Brown University IRB, is there a deadline for submission of full board protocols?

The deadline for HRPO receipt of protocols requiring full board review is usually the last business day of each month. For upcoming meeting and protocol submission deadline dates, go to http://research.brown.edu/rschadmin/hrpo_meetingdates.php. Upon receipt by HRPO, full board protocols will be added to the next available monthly meeting agenda. A subcommittee of IRB members will make the determination as to whether a protocol meets the applicability requirements of the expedited categories or must be sent to the full board for review.

If I don't know which type of review, expedited or full board, by protocol requires, what should I do?

Submit your protocol to HRPO. A subcommittee of IRB members will make the determination as to whether a protocol meets the applicability requirements of the expedited categories or must be sent to the full board for review. Expedited protocols are reviewed in HRPO on an on-going basis in the order they are received. Protocols determined to require full board review will be added to the next available monthly meeting agenda.