

**IRB Review Process**

**IRB Staff**

Checks application for completeness

**Investigator** submits study/project to IRB via iMedRIS

**COMPLETE**

* **IRB Staff** forwards Study/Project for review by one of these 3 processes
* **Invoice** issued for IRB review fee only if industry sponsored
* **Research Conflict of Interest (RCOI)** **Committee** notified (if appropriate)

**Investigator**

Has 30-60 days to submit requested information

**Investigator**

Has 30-60 days to submit requested information

**Approval** letter issued via iMedRIS\*

**Approved/Acknowledged**

letter issued via iMedRIS\*

\***copy sent to IBC/IACUC if applicable**

**Full Board Review**

**Expedited**

**Review**

**Exempt/NHSR**

**Review**

**IRB** Defers Submission\*

**IRB Reviewer &/or Staff**

Determines study meets Exemption or NHSR criteria

**Exempt/NHSR Review by IRB Member &/or Staff**

**Full Board Review**

**Expedited**

**Review**

Affiliate institution(s) review & issue separate approval

**Investigator**

Submits requested information

**Deferral** issued via iMedRIS\*

Affiliate institution(s) review & issue separate approval

Affiliate institution(s) review & issue separate approval

**Full Board Review**

**Approval** letter issued via iMedRIS\*

**Investigator**

Corrects/submits more information

**Disapproval** issued via iMedRIS\*

**IRB** reviews response

**IRB** requests corrections/

additional information\*

**Investigator** presents < 10-minute summary of study to the full board and answers questions

Reviewers and IRB staff review investigator’s response

**Investigator** has 1 week to respond to requested information before full board meeting

**IRB** requests corrections/additional information 1.5 weeks before IRB meeting\*

Radiation Safety Committee review if applicable

**1-2 IRB Members & Staff review study 2.5 weeks before full board meeting & have 1 week to complete review**

**Full Board Review**

**Investigator**

Corrects/submits more information if needed

**Designated IRB Member & Staff**

Review Study

**IRB** reviews response

**IRB** requests corrections/

additional information\*

**Expedited Review**

**Investigator**

Has 60 days to submit requested information

**IRB Reviewer**

Determines study is NOT Exempt or NHSR OR need more information\*

**IRB STAFF**

Requests additional information

**INCOMPLETE**