Protecting Research Participants:
Things to do Before Beginning Human Subject Research

Preparing for Research

Prepare IRB Application
PI/Study Team prepares application for IRB review

Complete Human Subject Protection Certification (HSP)
PIs, those obtaining consent and anyone listed as 'key study personnel' on an NIH grant are required to obtain HSP certification

Update Conflict of Interest Disclosure

Complete Research Credentialing
All non-UH study personnel with access with UH patient's Protected Health Information (PHI) must complete Research Credentialing

Scientific Review of Research

Obtain Departmental Review(s)
All new applications should receive approval from the primary and associated departments prior to IRB submission

Ethical, Fiscal and Legal Review of Research

Submit to the IRB
Submit application using the electronic system iRIS™

IRB Review
IRB reviews research application

Initiate Coverage Analysis/Budget Development

Begin Contract Negotiations
When applicable:
- With sponsor/funding source
- Material Transfer Agreement(s)
- Data Use Agreement(s)

Approvals Required to Begin Research

IRB Approval
IRB reviews research application

All Applicable Contracts Executed
Fully execute required contracts:
- With sponsor/funding source
- Material Transfer Agreement(s)
- Data Use Agreement(s)

Coverage Analysis Completed and Approved

Last Revised 10/2012