Incomplete IRB Applications

All IRB applications must be complete in order to be reviewed and approved. Incomplete applications will be returned to the principal investigator for revision. A complete submission should contain an IRB application in addition to supplemental forms such as: consent documents, study instruments, data-use agreements (for secondary data analysis), recruitment materials, site approval letters, etc.

Resources to assist you in crafting your submission can be found below.

IRB Submission Checklist:  
http://links.utexas.edu/bhzueks

Step by Step Submission Tips:  
http://links.utexas.edu/frhpus

Updates to IRB Policies & Procedures

Recent updates to the Institutional Review Board Policies and Procedures Manual are listed on the ORS website:

http://links.utexas.edu/arzswi

IRB Vocabulary

Question: What is the federal definition of human subjects research?

Answer:

According to the U.S. Department of Health and Human Services (DHHS), human subjects research is a systematic investigation including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge involving a living individual about whom an investigator conducting research obtains 1) data through intervention or interaction with the individual, or 2) identifiable private information.